WACONIA CITY COUNCIL MEETING AGENDA

Monday, October 17, 2022
6:00 PM

VISION STATEMENT
A thriving, connected community with deep roots: a great place to live for a lifetime.

MISSION STATEMENT
A city that leads, serves, and governs to enhance the quality of life for all community members.

MAYOR:	KENT BLOUDEK
COUNCIL MEMBER:	NICOLE WALDRON
COUNCIL MEMBER :	RANDY SORENSEN
COUNCIL MEMBER:	PETE LEO

NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE BE PRESENT AT 6:00 P.M.

Those with items on the agenda should reach out to their staff contact. Others who wish to participate in the meeting, please contact the City Administrator at 952-442-3100 or sfineran@waconia.org to make certain that you are called upon during the meeting.

1. CALL MEETING TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

4. RECOGNITION OF RETIRING FIREFIGHTER TOM MARTINO

5. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE
Dennis Peterson - Traffic Concerns
Matthew Skaro - Complaints of the City

6. ADOPT CONSENT AGENDA

The items listed on the Consent Agenda are considered routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, City Staff, or Citizen so requests; in which case, the item will be removed from the Consent Agenda and considered at the end of the Regular Agenda.

1) September 26, 2022 City Council Meeting Minutes
Approve September 26, 2022 City Council Meeting Minutes
2) October 3, 2022 City Council Meeting Minutes
Approve October 3, 2022 City Council Meeting Minutes
3) October 17, 2022 Expenditures
Payment of October 17, 2022 Expenditures
4) Rink Management Services Corporation Safari Island Community Center Expenditures Incurred

September 2022
Motion to Approve Rink Management Corporation Expenditures for Safari Island Community Center Incurred in September 2022

5) Rink Management Services Corporation Waconia Ice Arena Expenditures Incurred September 2022
Motion to Approve Rink Management Corporation Expenditures for Waconia Ice Arena Incurred in September 2022
6) Contractor Pay Request - New Fire Station
Motion to Approve Contractor Payment Request for the New Fire Station Project
7) GIS Analyst Shared Position Agreement with Carver County
Adopt Resolution 2022-271, Approving Carver County GIS Analyst Position Agreement for 2023
8) SITE PLAN & DESIGN REVIEW - 1301 Oak Avenue
Adopt Resolution 2022-272 regarding the Site Plan & Design Review application for the proposed Casey's Retail Store for the property located at 1301 Oak Avenue.
9) Utility Service Agreement - 7810 Laketown Parkway
Adopt Resolution 2022-273 approving the Utility Service Agreement for the Rademacher property located at 7810 Laketown Parkway.
10) Authorize City Staff to Obtain Project Plans and Specifications for 2023 Project - Safari Island Community Center Lap & Recreation Pool Filter Projects
Adopt Resolution 2022-274; Authorizing City Staff to Obtain Project Plans and Specifications for Safari Island Community Center Lap & Recreation Pool Filter Projects
11) Approving a 10-Year Commitment for the LOGIS ERP and Utility Billing Software Applications
Approve Resolution 2022-275; Approving a 10-Year Commitment for the LOGIS ERP and Utility Billing Software Applications

7. PUBLIC HEARING

1) Ordering Improvement & Preparation of Plans
Adopt Resolution 2022-276; Ordering Improvements & Preparation of Plans for Downtown Reconstruction, Phase I; Capital Project 128

8. COUNCIL BUSINESS

1) Lockridge, Grindal, & Nauen Legislative Services
Adopt Resolution 2022-277, Approve Contract for Legislative Services

9. ITEMS REMOVED FROM CONSENT AGENDA

10. STAFF REPORTS

11. BOARD REPORTS

1) Councilmember Waldron
2) Councilmember Sorensen
3) Councilmember Leo
4) Mayor Bloudek

12. ANNOUNCEMENTS

13. ADJOURN REGULAR MEETING ....OFFICE OF THE CITY ADMINISTRATOR
Shane Fineran

Work Session: Enterprise Fund budgets, General Fund budget review

<u>UPCOMING CALENDAR OF EVENTS/MEETINGS:</u>
Park Board - October 20th at 6:30 p.m.
Planning Commission - November 3rd at 6:30 p.m.
City Council - November 7th at 6:00 p.m.
Election Day - November 8th 7:00 a.m. to 8:00 p.m.

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022				
Item Name:	September 26, 2022 City Council Meeting Minutes				
Originating Department:	Administration				
Presented by:	Ann Meyerhoff				
Previous Council Action (if any):					
Item Type (X only one):	Consent	X	Regular Session		Discussion Session

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Approve September 26, 2022 City Council Meeting Minutes

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Attachments:

1. Minutes 9-26-2022.pdf

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	***ADVISORY BOARD RECOMMENDATIONS:***	
Budget Information:	Planning Commission	
________ Budgeted	Parks and Recreation Board	
________ Non Budgeted	Safari Island Advisory Board	
________ Amendment Required	Other	

CITY OF WACONIA
September 26, 2022

1) CALL MEETING TO ORDER AND ROLL CALL

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Mayor Bloudek at 5:30 p.m. The following members were present: Kent Bloudek, Nicole Waldron, Randy Sorensen, Pete Leo.

2) PLEDGE OF ALLEGIANCE

3) ADOPT AGENDA

Motion by Waldron, seconded by Sorensen 3) ADOPT AGENDA
MOTION carried

4) VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE

5) ADOPT CONSENT AGENDA

6) COUNCIL BUSINESS

6.1 2023 Budget & Preliminary Levy

Financial Model as of 09.20.22.pdf

Resolution #2022-260 Approving Preliminary 2023 Levy

Nicole Meyer stated that staff has prepared the preliminary 2023 budgets for all departments I the General Fund. The City is required to set a preliminary levy by September 30th each year. The preliminary levy may not be increased. To date, the City Council has worked through the General Fund in work sessions throughout September. Additional work sessions are scheduled to review the City's capital project, special revenue, and enterprise fund budgets. Budgets that are still being reviewed in work sessions this fall include the PIR Capital Project, Capital Equipment, Safari Island, Ice Arena, Water, Sewer, Storm Water, and Street Light utility budgets. A final general Fund review will be scheduled for a work session in November. At that time, City Council will need to establish the final budget and levy for 2023. The City's final budget and levy is scheduled for approval at the City Council meeting on Monday, December 19, 2022.

Staff reviewed with the City Council at a work session the property market value and tax capacity information determined by Carver County. From last year, the overall taxable market value has increased approximately $461,537,700 or 21.65% and subsequent tax capacity increased approximately $5,071,491 or 29.37%/ Carver County has reported that the average home in Waconia is seeing an increase in market value of 25%.

For the preliminary levy, staff is recommending and 8.8% increase from 2022 to the general property tax levy for operations of the City. The City plans to add additional staffing and staff retention programs in 2023 and continue to make interfund transfers to capital project funds for future improvements. The current plan brings the City's General Fund fund balance to 40.0%; this within the parameters of the City's financial policy and guidelines for General Fund fund balance. Over the course of the next several months, staff will be working to finalize contracts and budgeted line items to see if this increase can be adjusted down before the final levy is approved.

The special debt levy increased 21.2% from 2022 levy. This is due to the City issuing bonds related to street trail, sidewalk, and utility improvements, along with construction of a fire station facility that are budgeted 2022 infrastructure projects.

The overall net levy to taxpayers is preliminarily increasing from 2022 levels by 17.52%. With this preliminary levy amount, the City's tax rate decreases from 45.703% to 41.518%. With this tax rate, the average valued home in Waconia will see a 25% increase in their home's market value and 15.16% (or estimated $241.66) I the City portion of their tax bill.

Motion by Leo, seconded by Sorensen Adopt Resolution 2022-260, Adopting the 2023 Preliminary Levy
MOTION carried.

7) ITEMS REMOVED FROM CONSENT AGENDA

8) STAFF REPORTS

9) BOARD REPORTS

10) ANNOUNCEMENTS

11) ADJOURN REGULAR MEETING
Motion by Sorensen, seconded by Leo 11) ADJOURN REGULAR MEETING at 5:45 p.m.
MOTION carried.

Work Session:

UPCOMING CALENDAR OF EVENTS/MEETINGS:

____
Kent Bloudek, Mayor

ATTEST: __________________________________

Ann Meyerhoff, Office Assistant

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022
Item Name:	October 3, 2022 City Council Meeting Minutes
Originating Department:	Administration
Presented by:	Ann Meyerhoff
Previous Council Action (if any):	

Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Approve October 3, 2022 City Council Meeting Minutes

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Attachments:

1. Minutes 10-03-2022.pdf

FINANCIAL IMPLICATIONS:
Funding Sources & Uses:

Budget Information:

_________Budgeted
_________Non Budgeted
_________Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission	
Parks and Recreation Board	
Safari Island Advisory Board	
Other	

CITY OF WACONIA
October 3, 2022

1) CALL MEETING TO ORDER AND ROLL CALL

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Mayor Bloudek at 6:00 p.m. The following members were present: Kent Bloudek, Nicole Waldron, Randy Sorensen, Pete Leo

Staff Present: Shane Fineran, Jackie Schulze, Lane Braaten, Craig Eldred, Nicole Meyer, Ann Meyerhoff, Justin Sorensen

2) PLEDGE OF ALLEGIANCE

3) ADOPT AGENDA

Motion by Sorensen , seconded by Waldron 3) ADOPT AGENDA
MOTION carried

4) VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCEWaterfront Services Building Update - Marty Walsh, Carver County Parks

Marty Walsh from Carver County gave a presentation on the Waterfront Services Building at Waconia Regional Park.

5) ADOPT CONSENT AGENDA

5.1 September 19, 2022 City Council Meeting Minutes

Minutes 9-19-2022.pdf

5.2 October 3, 2022 Expenditures

Council List-Expenditures 10.03.2022.pdf

5.3 Contractor Pay Request #5 - Waconia East Frontage Road Improvements

2022-09-27 EFR Pay Request 5.pdf

5.4 Contractor Pay Request #5 - Waconia 2022 Infrastructure Improvements

2022-09-28 2022 Infrastructure Pay Request 5.pdf

5.5 Lodging Tax Fund Request - Waconia CVB

5.6 Donation Acceptance - Cash Donations for Adaptive Playground Equipment

22261res Donations_Received_Donations_for_Playground_10.03.22_Res.doc

5.7 Certification for Payment with Taxes - Pay 2023

22262res_Call_PH_Proposed_Certification_Del_UB-AR_Pay_2023.docx

5.8 Authorize City Staff to Obtain Project Pricing from Sourcewell for 2023 Project - Ice Arena Dehumidification Unit

22263Res_Acceptance_of_Grant_Funds_-_Ice_Arena_Dehumidification_Project.doc

5.9 Approve Summary Publication of Ordinance; Storm Reuse Waterford 6th Addition

22264res Chapter_415_Summary_Publication_Resolution__Draft_09-20-2022_.docx

Ordinance 752_Amending_Chapter_415_to_Add_Waterford_Additions__Draft_09-20-2022_.docx

Colored Overview Reuse 415 Amendment Noted Parcels.pdf

5.10 Approval of Contractor Change and Project Cost

22265res Agreement_Schneider_Excavating___Grading_Storm_Work.doc

124351 Manhole Contract - Contractor Signed (002).pdf

5.11 Appointment of Election Judges

22270res Election Judge Appointment res.docx

Motion by Sorensen , seconded by Leo 5) ADOPT CONSENT AGENDA
MOTION carried

6) COUNCIL BUSINESS

6.1 Resident Appeal to City Ordinance 410 - General Water System Provisions - Section 410.06 - Subd. 4. Delinquent Accounts

22266Res_Approving_Modified_Payment_Plan_for_1683_Saint_George_Street_Utility_Account.doc

1683 Saint George Payment History.pdf

1683 Saint George Payment Plan 06.27.22.pdf

Ordinance 416 - Service Billing.pdf

Nicole Meyer explained that city staff has been working with the resident at 1683 Saint George Street on a payment plan for their utility account. According to the City Ordinance 410.06, Subd 4, Delinquent Accounts, utility billing accounts that are over 60 days past due are subject to shut off if they are not paid in full.

City staff has attempted to work with the resident over the course of the last several months. At this time, staff is presenting an alternative payment plan as provided by the resident to pay the August billing plus future September and October charges on October 14, 2022 with the remaining balance to be certified to the property taxes of the residence with the regular certification process.

During this time, service will be continued at the property and penalties will continue to accrue on the utility account. Staff recommends that as part of the resolution, if the payment is not received by October 14, 2022 that discontinuation of service to the property would be on October 17, 2022 with no further notice. All turn on/off and penalties for shut off would be applied to the account.

Motion by Waldron , seconded by Sorensen Adopt Resolution 2022-266; Approving Modified Payment Plan for 1683 Saint George Street Utility Account
MOTION carried

6.2 Approve Irrigation Expansion Phase I

22267res TH_5_Irrigation_Expansion_Res.doc

Craig Eldred shared that as part of the improvements for the Waterford Park Inclusive Playground and Parking Lot a portion of the Park was repurposed. In addition, the recent approval of the New Fire Station to be constructed in 2023-2024 will assume 1.59 acres of green space currently utilized to meet storm water volume requirements of Trunk Highway Five constructed in 2015. This particular 1.59 acres of irrigation green space was the focus of Capital Project 630, a plan for replenishment.

Staff has been working for some time with our Engineer's on quantifying our current and proposed storm reuse volume capabilities for the community. Currently portions of the existing Waterford Park reuse system is damaged, and in need of repair. Staff feels the guided funding would be best utilized to re-habilitate and improve the current reuse irrigation system within Waterford Park. Capital Project 630 was programmed to extend the current 10th Street reuse system with funding dollars of $22,000.00.

Repairing the current Waterford Park reuse irrigation system with he funded dollars provides the greatest benefit for the overall storm water reuse program. The Waterford Reuse drainage area in total is 697.29 acres of impervious surfaces. While we consume portions of 178.77 impervious acres with the 10th Street System and 75.31 impervious acres with the Crosswinds system, we are confident in the storm water availability to support this project.

Motion by Leo , seconded by Waldron Adopt Resolution 2022-267; Approval of Irrigation System Expansion Phase I, Trunk Highway Five, CIP Project 630
MOTION carried

6.3 Approval of Two Separate Resolutions For 2022 Infrastructure Improvement Project Assessments

22268res_Declaring_Cost__Ordering_Assmt_Roll.doc

22269res_Receiving_Assmt__Calling_PH.doc

2022-09-28 2022 Project Final Cost Memo.pdf

Craig Eldred reminded Council of the 2022 Improvement Project with multiple improvements of streets, sidewalks, buried utilities of the following areas:

- Third Street West from Walnut Street to Olive Street
- Maple Street South from 2nd Street to 4th Street
- Willow Place from 3rd Street to 200 feet to the South
- Oak Avenue from Hwy 5 to Windmill Creek South
- Dunsmore drive from the north intersection with Woodlawn Circle to the south intersection with Woodlawn Circle

He referred to a memo from Jake Saulsbury, City Engineer defining the project costs and outcomes of the improvements based upon the project scope. Noted is the total estimated final costs to be 15% below the preliminary estimated costs. The assessed amount is slightly lower at 0.4% below the preliminary estimated costs.

The intent is to hold the Public Hearing on November 7, 2022 at 6:00 p.m. in the City Council Chambers of the Waconia City Hall located at 201 South Vine Street. Notifications will be mailed to the property owner's of the assessed valuation with the time and date of the public hearing.

Motion by Sorensen, seconded by Waldron Adopt Resolutions 2022-268; Declaring Costs To Be Assessed And Ordering The Preparation of Proposed Assessments
MOTION carried

Motion by Waldron, seconded by Sorensen Adopt Resolution 2022-269; Receiving Proposed Assessments And Calling For A Public Hearing On Proposed Assessments
MOTION carried

7) ITEMS REMOVED FROM CONSENT AGENDA

8) STAFF REPORTS Law Enforcement Update - Sgt. Tyler Stahn

Sgt. Tyler Stahn gave an Law Enforcement update for the month of September.

Craig Eldred gave an update the 2022 Improvement Project.

9) BOARD REPORTS

Council Member Waldron, Chamber of Commerce Scarecrow tour, October 13-23

Council Member Leo met with Special Olympics, Polar Plunge is coming back to Waconia on February 11th.

10) ANNOUNCEMENTSAbsentee Voting

Absentee Voting is going on.

11) ADJOURN REGULAR MEETING

Motion by Sorensen , seconded by Waldron 11) ADJOURN REGULAR MEETING 6:58 p.m.
MOTION carried

Work Session:Safari Island & Ice Arena BudgetsEconomic Development Program DiscussionGovernmental Relations Consultant Proposal

UPCOMING CALENDAR OF EVENTS/MEETINGS:Planning Commission (joint Council work session following)- October 6th at 6:30 p.m.Waconia Fire Relief Pancake Breakfast - October 9th from 8:30 a.m. to 12:30 p.m.City Council - October 17th at 6:00 p.m. Park Board - October 20th at 6:30 p.m.

____
Kent Bloudek, Mayor

ATTEST: ________________________________

Ann Meyerhoff, Office Assistant

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022				
Item Name:	October 17, 2022 Expenditures				
Originating Department:	Finance				
Presented by:	Nicole Meyer				
Previous Council Action (if any):					

Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Payment of October 17, 2022 Expenditures

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Attachments:

1. Council List-Expenditures 10.17.2022_Purchasing Card.pdf
2. Council List-Expenditures 10.17.2022_Regular.pdf
3. Council List-Expenditures 10.17.2022_Other.pdf

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	***ADVISORY BOARD RECOMMENDATIONS:***	
Budget Information:	Planning Commission	
________ Budgeted	Parks and Recreation Board	
________ Non Budgeted	Safari Island Advisory Board	
________ Amendment Required	Other	

I have reviewed the list of claims for council approval and recommend payment.

Nicole M Meyer

Nicole Meyer, Finance Director

CITY OF WACONIA

Council List-Purchasing Card

Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
ACME TOOLS	Metal, Cup Wheel, & Cut-Off Wheel	$128.68	Streets
ACME TOOLS	Pole Saw & Trimmer Attachment	$622.24	Parks
AED SUPERSTORE	Training Prop Body	$1,983.95	Fire
AMAZON.COM	iPad Case Return	-$64.98	Technology
AMAZON.COM	USB Charger & iPad Case	$116.94	Technology
AMAZON.COM	Wireless Keyboard Case	$115.98	Technology
AMAZON.COM	Marking Snow Stakes	$327.96	Streets
AMAZON.COM	Zip Ties	$55.35	Streets
AMAZON.COM	Marking Snow Stakes	$245.97	Parks
AMAZON.COM	Orange Plastic Fencing	$143.96	Parks
AMAZON.COM	Carbon Fibre Pole for Trimble	$181.47	Sewer Utility Fund
AMERICAN MAILING MACHINES	Postage Machine Lease 08/22-11	$150.00	Administration
AMERICAN PLANNING ASSOCIATION - MN	APA Conference - Braaten	$411.01	Planning
AMERICAN PLANNING ASSOCIATION - MN	APA Conference - Nelson	$411.01	Planning
AMERICAN PLANNING ASSOCIATION - MN	APA Membership	$372.00	Planning
AMERICAN PUBLIC WORKS ASSOCIATION	APWA Dues & Membership	$1,618.75	Streets
AMERICAN PUBLIC WORKS ASSOCIATION	APWA Fall Conference	$521.60	Streets
AMERICAN WATER WORKS ASSOC	AWWA Individual Conference Fee	$420.00	Water Utility Fund
ASPEN MILLS INCORPORATED	Flag Pins & Cap Devices	$464.78	Fire
ASPEN MILLS INCORPORATED	Name Tags	$113.36	Fire
ASPHALT ZIPPER FACTORY	Diaphragm Pump	$808.79	Streets
ASSURITY LIFE INSURANCE COMPANY	Premiums 08.2022	$662.64	Personnel Liabilities
BIFFS, INC.	Portable Park Sanitation 07.2022	$2,520.00	Parks
BIFFS, INC.	Portable Park Sanitation 08.2022	$2,551.50	Parks
BLUE LAGOON MARINE	#1110 Engine Repair	$626.41	Fire
BRAUN INTERTEC CORPORATION	Lift Station 52 Project	$920.00	Sewer Utility Fund
BROCK WHITE CO	White Paint	$229.83	Streets
CAR-CO AUTO PARTS CO.	# 1018 Group 31 Stud	$651.96	Fire
CAR-CO AUTO PARTS CO.	Brake Rotors & Pads	$862.57	Fire
CAR-CO AUTO PARTS CO.	#171 Oil Filter	$16.27	Streets
CAR-CO AUTO PARTS CO.	#191, 190, &1025 Filters	$115.27	Streets
CAR-CO AUTO PARTS CO.	#5002 & 194 Master Switch	$101.52	Streets
CAR-CO AUTO PARTS CO.	#8003 Plug & Shop Air Hose	$116.19	Streets
CAR-CO AUTO PARTS CO.	#175 Part	$24.20	Parks

CITY OF WACONIA

Council List-Purchasing Card

Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
CAR-CO AUTO PARTS CO.	#175, 178, & 60 Filter & Parts	$35.35	Parks
CAR-CO AUTO PARTS CO.	#179 Oil & Filter	$69.80	Parks
CAR-CO AUTO PARTS CO.	#4020, 59, & 5001 Parts	$171.81	Parks
CAR-CO AUTO PARTS CO.	#43 Brake Rotors & Pads	$328.05	Sewer Utility Fund
CAR-CO AUTO PARTS CO.	#50 Bracketed Cal	$77.84	Sewer Utility Fund
CAR-CO AUTO PARTS CO.	#50 Brake Pad Return	-$52.65	Sewer Utility Fund
CAR-CO AUTO PARTS CO.	#50 Brake Rotors & Pads	$215.97	Sewer Utility Fund
CINTAS CORPORATION NO. 2	CH First Aid Supplies	$41.69	Central Facilities
CINTAS CORPORATION NO. 2	PW First Aid Supplies	$165.70	Central Facilities
CITY CAB, LLC	APWA Cab Fare to Hotel	$37.80	Streets
COLONY PLAZA	#170 LP Gas	$31.89	Streets
CONCRETE CUTTING & CORING	Stihl Helmet System	$75.59	Streets
CONCRETE CUTTING & CORING	Stihl Helmet System	$75.59	Parks
CONCRETE CUTTING & CORING	Concrete Saw	$450.00	Storm Water Fund
CORE & MAIN	3 Way Connectors	$317.74	Water Utility Fund
CORE & MAIN	Hyd, Clamp, & Parts	$7,022.72	Water Utility Fund
CORE & MAIN	3 Way Connectors, Wire, & Glue	$524.24	Sewer Utility Fund
CORE & MAIN	3 Way Connectors, Wire, & Glue	$524.24	Storm Water Fund
CORE & MAIN	Dips HDPE Pipes	$634.40	Storm Water Fund
CORE & MAIN	Electrofusion Dips	$328.83	Storm Water Fund
CORE & MAIN	Gasket, Electrofuse, & Gland	$249.36	Storm Water Fund
CORE & MAIN	HDPE Pipe & Molds & Gate Valve	$3,677.70	Storm Water Fund
DIAMOND VOGEL PAINT	Road Paint	$2,142.25	Streets
ECM PUBLISHERS INC	Publishing Fees 07.2022	$246.47	Administration
ECM PUBLISHERS INC	Waconia Chamber Map	$375.00	Administration
ECM PUBLISHERS INC	Publishing Fees 07.2022	$1,066.24	Finance
ECM PUBLISHERS INC	Publishing Fees 07.2022	$246.35	PIR Fund
ECM PUBLISHERS INC	Publishing Fees 07.2022	$95.57	TIF Fund
ECM PUBLISHERS INC	Publishing Fees 07.2022	$95.57	Administration
ECM PUBLISHERS INC	Publishing Fees 07.2022	$95.57	Finance
ECM PUBLISHERS INC	Publishing Fees 07.2022	$95.57	Technology
ENVIRONMENTAL EQUIPMENT & SRV	#47 Curtain Set & Nozzle	$503.00	Storm Water Fund
ENVIRONMENTAL EQUIPMENT & SRV	#47 Water Pump	$580.00	Storm Water Fund
EROSION PRODUCTS LLC	Straw Blanket	$312.80	Parks
EROSION PRODUCTS LLC	EFR Geogrid & Straw Blanket	$1,210.10	PIR Fund
EVERSON HARDWARE HANK	2 Inch Couplings	$11.98	Streets
EVERSON HARDWARE HANK	Breeching Snap, Rope, & Links	$94.71	Streets
EVERSON HARDWARE HANK	NDD Banner Hardware	$32.45	Streets
EVERSON HARDWARE HANK	Stakes Bundle	$69.99	Streets

CITY OF WACONIA

Council List-Purchasing Card

Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
EVERSON HARDWARE HANK	Wasp Killer	$9.98	Parks
EVERSON HARDWARE HANK	Black Couplings & Spray Bottle	$29.46	Water Utility Fund
EVERSON HARDWARE HANK	LED Lamp Light Bulbs	$62.97	Water Utility Fund
EVERSON HARDWARE HANK	Electrical Tape	$26.97	Sewer Utility Fund
EVERSON HARDWARE HANK	Heavy Duty Adhesive	$55.96	Sewer Utility Fund
EVERSON HARDWARE HANK	Locks for LS & PS	$89.94	Sewer Utility Fund
FASTENAL INDUSTRIAL & CONST	Signs	$32.95	Streets
FASTENAL INDUSTRIAL & CONST	Gloves	$36.81	Parks
FASTENAL INDUSTRIAL & CONST	Parks Supplies	$50.43	Parks
FASTENAL INDUSTRIAL & CONST	Inclusive Playground Anchor Bolts	$168.00	PIR Fund
FASTENAL INDUSTRIAL & CONST	#53 Socket & Plant Supplies	$105.33	Water Utility Fund
FASTENAL INDUSTRIAL & CONST	Wire Pliers	$34.88	Water Utility Fund
FASTENAL INDUSTRIAL & CONST	Safety Vending Equip 08.2022	$32.07	Sewer Utility Fund
FASTENAL INDUSTRIAL & CONST	Safety Vending Equip 07.2022	$403.75	Street Light Utility Fund
FERGUSON ENTERPRISES, INC.	New Home Resale Meters	$22,626.12	Water Utility Fund
FIRST HOSPITAL LABORATORIES, INC.	Random Testing for Q2 2022	$118.76	Streets
FIRST HOSPITAL LABORATORIES, INC.	Random Testing for Q2 2022	$55.90	Water Utility Fund
FIRST HOSPITAL LABORATORIES, INC.	Random Testing for Q2 2022	$55.89	Sewer Utility Fund
FORCE AMERICA DISTRIBUTING, LLC	Steel & Coupler Return	-$549.66	Streets
FRAMING IMAGES	FD 911 Tribute	$300.00	Fire
GOVERNMENTJOBS.COM, INC.	Subscription Fee 07.22-06.23	$4,276.42	Technology
GRAINGER, INC.	Rubber Adhesive & Battery	$138.89	Fire
HOLIDAY GAS STATION	Command Vehicle Washing 09.2022	$5.50	Fire
HOPPER'S BAR & GRILL	Elections Lunch	$448.35	Administration
INCLUSION SOLUTIONS, LLC	Elections Display	$211.41	Administration
INTERSTATE BATTERY SYSTEMS	Floor Scrubber & Supplies	$116.43	Water Utility Fund
LANO EQUIPMENT OF LANO	Hook & Filters	$348.74	Streets
LANO EQUIPMENT, INC.	Excavator Rental	$450.00	Streets
LANO EQUIPMENT, INC.	#188 Bearing Hub Assembly	$830.22	Parks
LANO EQUIPMENT, INC.	Stihl Chainsaw	$670.37	Parks
LAWSON PRODUCTS INC	Couplers, Cable Ties, Hex Cap	$337.04	Fire
LAWSON PRODUCTS INC	Couplers, Cable Ties, Hex Cap	$337.04	Streets
LAWSON PRODUCTS INC	Couplers, Cable Ties, Hex Cap	$337.03	Parks
MACKENTHUN'S FINE FOODS	Employee Recognition	$36.35	Administration
MACKENTHUN'S FINE FOODS	Employee Recognition Desserts	$41.93	Administration
MACKENTHUN'S FINE FOODS	FD Recognition Desserts	$35.96	Administration
MARV GOLDEN PILOT SUPPLIES	Tough Claw for iPad	$90.70	Storm Water Fund
MAYER LUMBER COMPANY	Lumber	$90.71	Streets
MAYER LUMBER COMPANY	Lumber for Mailboxes	$261.20	Streets

CITY OF WACONIA

Council List-Purchasing Card

Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
MAYER LUMBER COMPANY	Inclusive Playground Lumber	$1,028.62	PIR Fund
MEDIACOM	SI Cable Box Fees 09.06-10.05	$22.10	Safari Island Fund
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 06.2022	$4,959.50	Administration
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 07.2022	$3,069.68	Administration
MELCHERT HUBERT SJODIN, PLLP	Background Checks	$58.00	Fire
MELCHERT HUBERT SJODIN, PLLP	Background Checks	$58.00	Streets
MELCHERT HUBERT SJODIN, PLLP	Background Checks	$29.00	Parks
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 06.2022	$2,818.35	PIR Fund
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 07.2022	$8,114.92	PIR Fund
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 07.2022	$56.00	Water Utility Fund
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 07.2022	$56.00	Sewer Utility Fund
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 07.2022	$391.00	Storm Water Fund
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 06.2022	$430.95	Ice Arena
MILLS FLEET FARM	Grinding Wheel	$10.99	Streets
MILLS FLEET FARM	Parks Supplies Return	-$27.39	Parks
MN DEPARTMENT OF AGRICULTURE	Pesticide Applicator License	$30.67	Streets
MN GFOA	MN GFOA Government Accounting	$60.00	Finance
MN STATE FIRE CHIEFS ASSOCIATION	Conference Registration	$120.00	Fire
MN STATE FIRE CHIEFS ASSOCIATION	Conference Registration	$1,125.00	Fire
MN STATE FIRE CHIEFS ASSOCIATION	Conference Registration Credit	-$75.00	Fire
MN STATE FIRE CHIEFS ASSOCIATION	MN State Fire Membership	$460.00	Fire
MN VALLEY ELECTRIC COOP	Electric Service 08.2022	$89.32	Central Facilities
MN VALLEY ELECTRIC COOP	Electric Service 08.2022	$371.58	Sewer Utility Fund
MN VALLEY ELECTRIC COOP	Electric Service 08.2022	$2,924.49	Street Light Utility Fund
MPLS PARKING	PW Expo Parking	$195.00	Streets
MTI DISTRIBUTING, INC.	#182 Center Mount & Bumper	$153.52	Parks
MTI DISTRIBUTING, INC.	#182 Filter & Bumper	$92.48	Parks
NAPA AUTO PARTS	Velocity Driveshaft	$223.69	Fire
NEWMAN SIGNS	Fields Phase II Signs	$5,360.11	Streets
NEWMAN SIGNS	Orchard Park Phase II Signs	$4,035.16	Streets
NEWMAN SIGNS	Orchard Park Phase III Signs	$1,731.83	Streets
NEWMAN SIGNS	Waterford 7th Addition Signs	$4,390.31	Streets
NEWMAN SIGNS	Waconia Parkway South Signs	$8,804.38	PIR Fund
NORTH AMERICAN SAFETY, INC.	Jacket Samples	$383.97	Streets
NORTHERN TOOL & EQUIPMENT CO	Security Snap & Quick Link	$284.39	Streets
NUSS EQUIPMENT GROUP LLC	#40 & 36 Resistor & Harness	$163.82	Streets
NUTRIEN AG SOLUTIONS, INC.	Park Chemicals	$279.46	Parks
OCCUPATIONAL HEALTH CENTERS OF MN	New Employee Testing	$11.05	Fire
OCCUPATIONAL HEALTH CENTERS OF MN	New Employee Testing	$68.51	Streets

CITY OF WACONIA

Council List-Purchasing Card

Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
OCCUPATIONAL HEALTH CENTERS OF MN	New Employee Testing	$254.15	Parks
OCCUPATIONAL HEALTH CENTERS OF MN	New Employee Testing	$16.58	Water Utility Fund
OCCUPATIONAL HEALTH CENTERS OF MN	New Employee Testing	$16.58	Sewer Utility Fund
OCCUPATIONAL HEALTH CENTERS OF MN	New Employee Testing	$64.08	Storm Water Fund
OCCUPATIONAL HEALTH CENTERS OF MN	New Employee Testing	$11.05	Street Light Utility Fund
PEARSON VUE	EMT Test	$20.00	Fire
PINE PRODUCTS	Compost Disposal	$650.00	Streets
PINE PRODUCTS	Tree Waste Disposal	$50.00	Streets
PRECISE MRM LLC	Vehicle Data Charge 08.2022	$540.00	Water Utility Fund
PRIVATE PRINT STORE	Business Cards	$88.29	Streets
REPUBLIC SERVICES	Shredding Service 09.2022	$34.44	Central Facilities
RHOMAR INDUSTRIES, INC.	55 Gallons Rhoma-Sol	$2,748.02	Streets
RIVERS EDGE CONCRETE	Woodlawn Circle Concrete	$1,209.50	Streets
RIVERS EDGE CONCRETE	Concrete for Water Repair	$1,099.00	Water Utility Fund
ROYAL TIRE INC	Used Truck Tire	$190.00	Streets
ROYAL TIRE INC	Tires	$1,664.18	Parks
SIMPLE GRACE PROMOTIONS, INC	Employee Recognition Plaques	$433.97	Administration
SNAP-ON TOOLS	Flex Light & Socket Driver	$209.11	Parks
SNAP-ON TOOLS	Sales Tax Refund	-$14.36	Parks
SPEEDY TRANSPORTATION	APWA Cab Fare to Airport	$36.00	Streets
ST BONI MOTOR SPORTS	Can-Am & Trailer Part	$75.68	Capital Equipment Fund
STAPLES CONTRACT & COMMERCIAL, INC.	City Hall Supplies	$28.88	Administration
STAPLES CONTRACT & COMMERCIAL, INC.	City Hall Supplies Duplicate	$28.88	Administration
STAPLES CONTRACT & COMMERCIAL, INC.	Comment Box	$86.09	Administration
STAPLES CONTRACT & COMMERCIAL, INC.	Misc Office Supplies	$36.30	Administration
STAPLES CONTRACT & COMMERCIAL, INC.	Refund for Duplicate Charge	-$28.88	Administration
STAPLES CONTRACT & COMMERCIAL, INC.	Finance Date Stamp	$6.97	Finance
STAPLES CONTRACT & COMMERCIAL, INC.	Finance Date Stamp Duplicate	$6.97	Finance
STAPLES CONTRACT & COMMERCIAL, INC.	Refund for Duplicate Charge	-$6.97	Finance
STAPLES CONTRACT & COMMERCIAL, INC.	Public Works Office Supplies	$171.36	Streets
STAPLES CONTRACT & COMMERCIAL, INC.	Toilet Paper	$53.69	Streets
STAPLES CONTRACT & COMMERCIAL, INC.	Parks Restroom Supplies	$275.31	Parks
SYNTECH	Fuel System Support	$61.00	Streets
TARGET	Mothers/Meditation Room	$1,510.87	Administration
THE WESTIN HOTEL	PW Expo Training Hotel	$1,583.52	Streets
THE WILL-BURT COMPANY, INC	#1027 Gasket Lights, Lens	$762.14	Fire
TWIN CITY SEED COMPANY	Amenity Waterford Park	$1,230.00	Streets
TWIN CITY SEED COMPANY	Amenity Waterford Park	$6,960.00	Parks
TWIN CITY SEED COMPANY	Amenity Waterford Park	$1,125.00	Storm Water Fund

CITY OF WACONIA

Council List-Purchasing Card

Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
UNIVERSITY OF MN - SHADE TREE	Traffic Sign Workshop	$90.00	Parks
UPS STORE	Postage to Send Push Camera	$340.86	Sewer Utility Fund
US BANK	Qtr 03-2022 Purchasing Rebate	-$7,814.39	Finance
USABLUEBOOK	Chemical Drum Pump w/ Hose	$194.05	Water Utility Fund
USPS	Postage for Postcards	$231.00	Administration
USPS	Waterford Reuse Postage	$2.99	Storm Water Fund
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$82.54	Administration
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$764.98	Technology
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$81.28	Planning
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$243.38	Fire
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$199.30	Streets
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$190.65	Parks
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$261.53	Water Utility Fund
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$261.54	Sewer Utility Fund
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$135.43	Storm Water Fund
VERIZON WIRELESS	City Cell/Aircard Service 08.22	$37.95	Street Light Utility Fund
WACONIA CHAMBER OF COMMERCE	Chamber Bucks for Employee Rec	$615.00	Administration
WACONIA CHAMBER OF COMMERCE	Chamber Lunch; Schulze	$30.00	Administration
WACONIA CHAMBER OF COMMERCE	Chamber Lunch; Waldron	$30.00	Administration
WASTE MANAGEMENT	Cedar Point Floating Dock Disposal	$101.38	Parks
ZARNOTH BRUSH WORKS	Elgin Broom Refill	$626.00	Storm Water Fund
ZARNOTH BRUSH WORKS	Elgin Gutter Broom	$1,023.00	Storm Water Fund
ZIEGLER INC	#134 Spring	$181.65	Streets
Grand Total		$147,192.24	

The above bills have been approved for payment at the regular City Council Meeting on October 17, 2022.
Authorized and ordered for payment:

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Mayor

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City Administrator

I have reviewed the list of claims for council approval and recommend payment.

Nicole M Meyer

Nicole Meyer, Finance Director

CITY OF WACONIA
Council List-Expenditures
Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
ABM EQUIPMENT, LLC	Boom Rest	$217.72	Streets
AUTOMATIC SYSTEMS CO.	Water Tower 2 Transducer	$471.87	Water Utility Fund
BOLTON & MENK, INC	2021 Infrastructure Imprvmts	$679.09	PIR Fund
BOLTON & MENK, INC	2021 Infrastructure Imprvmts	$471.91	Storm Water Fund
BOLTON & MENK, INC	2022 Improvement Project	$19,862.40	PIR Fund
BOLTON & MENK, INC	2022 Improvement Project	$4,965.60	Water Utility Fund
BOLTON & MENK, INC	2022 Improvement Project	$3,103.50	Sewer Utility Fund
BOLTON & MENK, INC	2022 Improvement Project	$3,103.50	Storm Water Fund
BOLTON & MENK, INC	2023 Infrastructure Imprvmts	$4,922.00	Storm Water Fund
BOLTON & MENK, INC	Anderson Property Development	$194.00	PIR Fund
BOLTON & MENK, INC	City Square Park ADA	$236.00	PIR Fund
BOLTON & MENK, INC	CSAH 10 & Waconia Pkwy N	$2,857.95	PIR Fund
BOLTON & MENK, INC	CSAH 10 & Waconia Pkwy N	$317.55	Storm Water Fund
BOLTON & MENK, INC	Downtown Recon - Phase 1	$7,036.50	PIR Fund
BOLTON & MENK, INC	Downtown Recon - Phase 1	$2,110.95	Water Utility Fund
BOLTON & MENK, INC	Downtown Recon - Phase 1	$2,110.95	Sewer Utility Fund
BOLTON & MENK, INC	Downtown Recon - Phase 1	$2,814.60	Storm Water Fund
BOLTON & MENK, INC	East Frontage Road Extension	$5,322.66	PIR Fund
BOLTON & MENK, INC	East Frontage Road Extension	$771.40	Water Utility Fund
BOLTON & MENK, INC	East Frontage Road Extension	$308.56	Sewer Utility Fund
BOLTON & MENK, INC	East Frontage Road Extension	$1,311.38	Storm Water Fund
BOLTON & MENK, INC	East Frontage Road Parking Lot	$74.00	PIR Fund
BOLTON & MENK, INC	Fields of Waconia Development	$2,282.00	PIR Fund
BOLTON & MENK, INC	Highway 5 Phase II Funding	$822.00	Streets
BOLTON & MENK, INC	L-52 Lift Station Upgrade	$2,627.00	Sewer Utility Fund
BOLTON & MENK, INC	Lakeview Terrace Blvd Storm	$2,167.00	Storm Water Fund
BOLTON & MENK, INC	Miscellaneous Engineering	$60.00	Administration
BOLTON & MENK, INC	Miscellaneous Engineering	$180.00	Streets
BOLTON & MENK, INC	Miscellaneous Engineering	$504.00	PIR Fund
BOLTON & MENK, INC	Miscellaneous Engineering	$336.00	Storm Water Fund
BOLTON & MENK, INC	Municipal State Aid System	$291.00	Streets
BOLTON & MENK, INC	Orchard Park Development	$526.00	PIR Fund
BOLTON & MENK, INC	Scooters Coffee	$650.00	PIR Fund
BOLTON & MENK, INC	Shores of Lake Waconia East	$291.00	PIR Fund
BOLTON & MENK, INC	Siegle Property Development	$1,632.00	PIR Fund

CITY OF WACONIA
Council List-Expenditures
Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
BOLTON & MENK, INC	Sparrow Road Kwik Trip	$2,517.00	PIR Fund
BOLTON & MENK, INC	Storm Water Reuse System	$404.00	Storm Water Fund
BOLTON & MENK, INC	Stormwater Funding	$2,862.00	Storm Water Fund
BOLTON & MENK, INC	Tidal Wave Auto Spa	$388.00	PIR Fund
BOLTON & MENK, INC	Waconia Parkway South Imp	$10,688.20	PIR Fund
BOLTON & MENK, INC	Waconia Parkway South Imp	$1,870.43	Water Utility Fund
BOLTON & MENK, INC	Waconia Parkway South Imp	$801.61	Storm Water Fund
BOLTON & MENK, INC	Waterford Park	$1,906.00	PIR Fund
BOLTON & MENK, INC	Waterford Park	$3,750.00	Storm Water Fund
BOLTON & MENK, INC	Woodland Creek	$2,106.00	PIR Fund
CADY BUILDING MAINTENANCE, INC.	Facility Cleaning 10.2022	$3,700.72	Central Facilities
CAMPBELL KNUTSON P.A.	RLF Legal Fees 09.2022	$899.00	Revolving Loan Fund
CARVER COUNTY	Fines/Prosecution Qtr 3/2022	$3,301.37	Administration
CARVER COUNTY	Fines/Prosecution Qtr 3/2022	$3,945.58	Law Enforcement
CARVER COUNTY	Internet Services 09.2022	$30.00	Bill Back Receivable
CARVER COUNTY	Internet Services 09.2022	$204.25	Central Facilities
CARVER COUNTY	Internet Services 09.2022	$110.25	Safari Island Fund
CARVER COUNTY	Internet Services 09.2022	$23.50	Water Utility Fund
CARVER COUNTY	Internet Services 09.2022	$23.50	Sewer Utility Fund
CARVER COUNTY	Internet Services 09.2022	$75.00	Storm Water Fund
CARVER COUNTY	Internet Services 09.2022	$98.50	Ice Arena
CARVER COUNTY	Police Contract OT Q3 2022	$15,496.65	Law Enforcement
CARVER COUNTY	Summer SRO Additional Coverage	$16,074.70	Law Enforcement
CITY OF BLOOMINGTON	Water Testing 08.2022	$154.00	Water Utility Fund
COMMERCIAL ASPHALT COMPANY	WV4 Wear Asphalt	$6,359.44	Streets
ELECTRIC PUMP, INC.	Pheasant Ridge Lift Station	$508.00	Sewer Utility Fund
ESS BROTHERS & SONS INC.	Chimney Sealing	$14,900.00	Sewer Utility Fund
EVOQUA WATER TECHNOLOGIES LLC	Bioxide Storage Lease 09.2022	$2,052.00	Sewer Utility Fund
GOPHER STATE ONE-CALL	Utility Locate Tickets 09.2022	$284.18	Water Utility Fund
GOPHER STATE ONE-CALL	Utility Locate Tickets 09.2022	$284.17	Sewer Utility Fund
HAWKINS, INC	WTP Chemicals	$8,226.80	Water Utility Fund
KUECHLE UNDERGROUND INC	Repair Pond Outlet	$3,480.06	Storm Water Fund
KUECHLE UNDERGROUND INC	Repair Storm Sewer Pipe	$5,169.91	Storm Water Fund
MACQUEEN EMERGENCY GROUP	Facepiece with Neck strap	$1,566.35	Fire
MARTIN-MCALLISTER CONSULTING PSYC INC	Health Assessment; Jurek	$600.00	Fire
MED COMPASS	Medical Test McDougall & Eaton	$460.00	Fire
METRO WEST INSPECTION SERVICES	Building Inspections 09.2022	$5,416.18	Building Inspections
METRO WEST INSPECTION SERVICES	Building Inspections 09.2022	$28,726.64	Building Inspections
METRO WEST INSPECTION SERVICES	Expired Permits 09.30.22	$237.06	Building Inspections

CITY OF WACONIA
Council List-Expenditures
Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
METRO WEST INSPECTION SERVICES	Expired Permits 09.30.22	$90.59	Building Inspections
METROPOLITAN COUNCIL	SAC Report 09.2022	$68,884.20	Sewer Utility Fund
METROPOLITAN COUNCIL	Sewer Flow Charges 11.2022	$83,836.95	Sewer Utility Fund
MIDWEST FIRE EQUIPMENT & REPAIR COMPANY	Freightliner Tanker Pumper	$207,220.00	Capital Equipment Fund
MN POLLUTION CONTROL AGENCY	Renew Operator Certificate	$23.00	Sewer Utility Fund
NORDIC MECHANICAL SERVICES	CH HVAC Contract Q3 2022	$1,375.00	Central Facilities
NORDIC MECHANICAL SERVICES	PW HVAC Contract Q3 2022	$1,750.00	Central Facilities
NORDIC MECHANICAL SERVICES	WTP HVAC Contract Q3 2022	$850.00	Water Utility Fund
NOVEL SOLAR THREE LLC	Solar Electric 08.2022	$4,298.11	Central Facilities
NOVEL SOLAR THREE LLC	Solar Electric 08.2022	$6,898.13	Water Utility Fund
NOVEL SOLAR THREE LLC	Solar Electric 08.2022	$3,321.28	Sewer Utility Fund
NOVEL SOLAR THREE LLC	Solar Electric 08.2022	$758.56	Storm Water Fund
NOVEL SOLAR THREE LLC	Solar Electric 08.2022	$423.12	Street Light Utility Fund
NOVEL SOLAR THREE LLC	Solar Electric 08.2022	$9,212.41	Ice Arena
OERTEL ARCHITECTS, LTD.	Waterford Reuse Design Service	$975.00	Storm Water Fund
PAVE DRAIN, LLC	Oak Ave Retaining Wall Sealing	$1,063.40	PIR Fund
RACHIO	Zone Controllers; 697 Tanager	$100.00	Water Utility Fund
RINK MANAGEMENT SERVICES CORPORATION	2022 Recreation Expense	$2,225.14	Recreation
SIR LINES-A-LOT	JPA Traffic Markings	$13,094.01	Streets
SOLBERG'S TREE SERVICE, LLC	Boulevard Ash Tree Removal	$250.00	Streets
TK LAWN & LANDSCAPES, LLC	Parkway South Imp; Provence	$4,800.90	PIR Fund
TOWN & COUNTRY FENCE	Lift Station Fence & Install	$15,900.00	Sewer Utility Fund
TWIN CITY ACOUSTICS, INC	Fire Station Project	$1,235.00	PIR Fund
USA SECURITY, INC.	Employee Badges	$30.81	Central Facilities
WACONIA TOWNSHIP	94th Street Maintenance	$500.00	Streets
WSB	Small Area Plan Services	$4,006.50	Planning
Grand Total		$658,455.25	

The above bills have been approved for payment at the regular City Council Meeting on October 17, 2022.
Authorized and ordered for payment:

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Mayor

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City Administrator

I have reviewed the list of claims for council approval and recommend payment.

Nicole M Meyer

Nicole Meyer, Finance Director

CITY OF WACONIA
Council List-Other/Electronic
Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
30-30 CONCRETE, INC	EFR Project Easement	$4,950.00	PIR Fund
30-30 CONCRETE, INC	Oak Pointe Park Slab Footings	$4,611.50	PIR Fund
30-30 CONCRETE, INC	Waterford Park Shelter Slab	$6,138.25	PIR Fund
30-30 CONCRETE, INC	875 Beach Dr Curb Stop Replace	$4,867.50	Water Utility Fund
30-30 CONCRETE, INC	Lock Ridge Ct Curb Stop Repair	$4,326.75	Water Utility Fund
CENTERPOINT ENERGY RESOURCES CORP	Natural Gas Service 07.2022	$762.06	Central Facilities
CENTERPOINT ENERGY RESOURCES CORP	Natural Gas Service 07.2022	$793.08	Water Utility Fund
CENTERPOINT ENERGY RESOURCES CORP	Natural Gas Service 07.2022	$50.16	Sewer Utility Fund
CENTERPOINT ENERGY RESOURCES CORP	Natural Gas Service 07.2022	$11.12	Storm Water Fund
CENTERPOINT ENERGY RESOURCES CORP	Natural Gas Service 07.2022	$11.12	Street Light Utility Fund
CENTERPOINT ENERGY RESOURCES CORP	Natural Gas Service 07.2022	$714.63	Ice Arena
EFTPS	Federal Taxes - Fire/CC 08/22	$3,554.48	General Fund
EFTPS	Federal Taxes - Pay 18-2022	$29,781.60	General Fund
EFTPS	Federal Taxes - Pay 19-2022	$29,467.52	General Fund
EFTPS	Federal Taxes - Pay 20-2022	$29,569.69	General Fund
FARBER SOUND, LLC	Ice Arena Sound System	$4,543.00	Ice Arena
HEALTHPARTNERS	Medical/Dental 10.2022	$43,793.31	Personnel Liabilities
INVOICE CLOUD, INC.	CC Transaction Fees 08.2022	$1,760.10	Finance
KANSAS STATE BANK OF MANHATTAN	Exercise Equip Lease 09.2022	$2,310.00	Safari Island Fund
MARCO TECHNOLOGIES, LLC	CH Printer Lease 08.21-09.21	$748.39	Central Facilities
MARCO TECHNOLOGIES, LLC	CH Printer Lease 09.21-10.21	$748.39	Central Facilities
MARCO TECHNOLOGIES, LLC	FS/PW/SI Printer Use 10.2022	$843.29	Central Facilities
MARCO TECHNOLOGIES, LLC	Printer Support Desk Fee	$10.00	Central Facilities
MARCO TECHNOLOGIES, LLC	FS/PW/SI Printer Use 10.2022	$533.15	Safari Island Fund
MARCO TECHNOLOGIES, LLC	PW Printer Lease 09.2022	$70.68	Water Utility Fund
MARCO TECHNOLOGIES, LLC	PW Printer Lease 10.2022	$70.68	Water Utility Fund
MARCO TECHNOLOGIES, LLC	PW Printer Lease 09.2022	$70.69	Sewer Utility Fund
MARCO TECHNOLOGIES, LLC	PW Printer Lease 10.2022	$70.69	Sewer Utility Fund
METRO FIBERNET LLC	Phone Services 09.2022	$22.94	Bill Back Receivable
METRO FIBERNET LLC	Phone Services 09.2022	$495.57	Central Facilities
METRO FIBERNET LLC	Phone Services 09.2022	$138.17	Safari Island Fund
METRO FIBERNET LLC	Phone Services 09.2022	$110.28	Water Utility Fund
METRO FIBERNET LLC	Phone Services 09.2022	$31.20	Sewer Utility Fund
METRO FIBERNET LLC	Phone Services 09.2022	$41.61	Storm Water Fund
METRO FIBERNET LLC	Phone Services 09.2022	$109.14	Ice Arena

CITY OF WACONIA
Council List-Other/Electronic
Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
MINNESOTA DEPARTMENT OF REVENUE	Sales Tax Liability 08.2022	$12.33	Sales Tax Liability
MINNESOTA DEPARTMENT OF REVENUE	State Taxes - Fire/CC 08/2022	$218.53	Personnel Liabilities
MINNESOTA DEPARTMENT OF REVENUE	State Taxes - Pay 18-2022	$5,447.27	Personnel Liabilities
MINNESOTA DEPARTMENT OF REVENUE	State Taxes - Pay 19-2022	$5,402.18	Personnel Liabilities
MINNESOTA DEPARTMENT OF REVENUE	Sales Tax Liability 08.2022	$169.19	Safari Island Fund
MINNESOTA DEPARTMENT OF REVENUE	Sales Tax Liability 08.2022	$2,626.48	Water Utility Fund
MN UNEMPLOYMENT INSURANCE	Unemployment Liability 2020-21	$28.30	Personnel Liabilities
MN UNEMPLOYMENT INSURANCE	Unemployment Liability 2020-21	$0.00	Fire
MONEY MOVERS	SI Insurance Reimb 08.2022	$18.00	Safari Island Fund
NATIONWIDE RETIREMENT SOLUTIONS	EE Retirement - Pay 18-2022	$2,820.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTIONS	EE Retirement - Pay 19-2022	$2,820.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTIONS	EE Retirement - Pay 20-2022	$2,870.00	Personnel Liabilities
NORTHERN STATES POWER COMPANY, MINNESOTA	Electric Service 07.2022	$35.07	Community Safety
NORTHERN STATES POWER COMPANY, MINNESOTA	10525 10th St Electric 07.2022	$26.83	Central Facilities
NORTHERN STATES POWER COMPANY, MINNESOTA	Electric Service 07.2022	$925.44	Central Facilities
NORTHERN STATES POWER COMPANY, MINNESOTA	Electric Service 07.2022	$10,257.85	Water Utility Fund
NORTHERN STATES POWER COMPANY, MINNESOTA	Electric Service 07.2022	-$2,179.95	Sewer Utility Fund
NORTHERN STATES POWER COMPANY, MINNESOTA	Electric Service 07.2022	$1,223.49	Storm Water Fund
NORTHERN STATES POWER COMPANY, MINNESOTA	Electric Service 07.2022	$12,681.08	Street Light Utility Fund
NORTHERN STATES POWER COMPANY, MINNESOTA	Electric Service 07.2022	$4,424.49	Ice Arena
OLD NATIONAL BANK	EE HSA Liability - Pay 18-2022	$3,874.07	Personnel Liabilities
OLD NATIONAL BANK	EE HSA Liability - Pay 19-2022	$3,779.07	Personnel Liabilities
OLD NATIONAL BANK	EE HSA Liability - Pay 20-2022	$3,779.07	Personnel Liabilities
OLD NATIONAL BANK	ER HSA Liability - Pay 18-2022	$2,284.74	Personnel Liabilities
OLD NATIONAL BANK	ER HSA Liability - Pay 19-2022	$2,284.74	Personnel Liabilities
OLD NATIONAL BANK	ER HSA Liability - Pay 20-2022	$2,538.60	Personnel Liabilities
PERA	EE/ER Retirement - Pay 18-2022	$17,552.26	Personnel Liabilities
PERA	EE/ER Retirement - Pay 19-2022	$17,857.27	Personnel Liabilities
PERA	EE/ER Retirement - Pay 20-2022	$17,928.59	Personnel Liabilities
RELIANCE STANDARD	Premiums 10.2022	$1,634.93	Personnel Liabilities
RINK MANAGEMENT SERVICES CORPORATION	Replenish Reserve Funds 09.22	$25,715.56	Safari Island Fund
RINK MANAGEMENT SERVICES CORPORATION	SI CC Reimb 09.01.22 -09.19.22	$36,311.16	Safari Island Fund
RINK MANAGEMENT SERVICES CORPORATION	SI CC Reimb 09.20.22 -09.30.22	$8,643.12	Safari Island Fund
RINK MANAGEMENT SERVICES CORPORATION	CC Reimbursement 09.01-09.19	$791.51	Ice Arena
RINK MANAGEMENT SERVICES CORPORATION	CC Reimbursement 9.20-9.30	$894.08	Ice Arena
RINK MANAGEMENT SERVICES CORPORATION	Replenish Reserve Funds 09.22	$7,157.14	Ice Arena
SECURITY BANK WACONIA	EDA Lease Rev Safari Island	$27,272.55	2004 Community Center Bond
SECURITY BANK WACONIA	Rev Bonds Arena Construction	$35,811.39	2007 Ice Arena Bond
STANDARD PRINTING -N- MAILING	UB/Mailing Processing 09.2022	$1,052.13	Water Utility Fund

CITY OF WACONIA
Council List-Other/Electronic
Meeting: October 17, 2022

VENDOR NAME	DESCRIPTION	AMOUNT	FUND / DEPARTMENT
STANDARD PRINTING -N- MAILING	UB/Mailing Processing 09.2022	$1,052.12	Sewer Utility Fund
UNITED FARMERS COOP	Unleaded/Diesel Fill 09.23.22	$27,802.13	Fleet Fuel Payable
Grand Total		$471,973.55	

The above bills have been approved for payment at the regular City Council Meeting on October 17, 2022.
Authorized and ordered for payment:

____
Mayor

____
City Administrator

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022					
Item Name:	Rink Management Services Corporation Safari Island Community Center Expenditures Incurred September 2022					
Originating Department:	Finance					
Presented by:	Amanda Ortloff					
Previous Council Action (if any):						
Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Motion to Approve Rink Management Corporation Expenditures for Safari Island Community Center Incurred in September 2022

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Rink Management Services Corporation has provided the attached report for expenditures paid in September 2022. Per the City's contract with Rink Management, these expenditures are paid by Rink Management for the City's operation of the Safari Island Community Center.

Attachments:

1. Safari Island Bills Applied Payments Sep '22.pdf

FINANCIAL IMPLICATIONS:
Funding Sources & Uses:
Safari Island Fund (231)

ADVISORY BOARD RECOMMENDATIONS:

Budget Information:
X Budgeted
Non Budgeted
Amendment Required

Planning Commission	
Parks and Recreation Board	
Safari Island Advisory Board	
Other	

Safari Island Community Center
Bills and Applied Payments
September 2022

	Date	Transaction Type	Num	Memo/Description	Split	Amount
American Red Cross						
	09/02/2022	Bill Payment (Check)	4523		0012 Cash - SI/RMSC	-120.00
	08/11/2022	Bill	22472747	Water Safety Instructor	4041 Training & Education	120.00
Arpin, Tonja						
	09/02/2022	Bill Payment (Check)	4524		0012 Cash - SI/RMSC	-30.00
	08/31/2022	Bill		Senior Fitness Workshop Certification	4041 Training & Education	30.00
Bank of America - Credit Card						
	09/15/2022	Bill Payment (Check)	4533		0012 Cash - SI/RMSC	-19.18
	08/18/2022	Bill	BOA08.18.22	Chalk Block and Vinyl Numbers	-Split-	19.18
Bruce Weinzierl - Expense Reimbursement						
	09/23/2022	Bill Payment (Check)	4539		0012 Cash - SI/RMSC	-105.00
	09/12/2022	Bill	9.12.22	Travel to and from Fun Jumps	4043 2 Travel & Entertainment:Travel & Mileage	105.00
Cady Building Maintenance						
	09/15/2022	Bill Payment (Check)	4534		0012 Cash - SI/RMSC	-4,452.84
	08/18/2022	Bill	4984855	September Cleaning	4069 Contract Services	4,452.84
City of Waconia						
	09/23/2022	Bill Payment (Check)			-Split-	
	06/30/2022	Journal Entry	JE 06.30.22	06.30.22 balance adjustments per the City of Waconia - AO	-Split-	8,211.24
	07/31/2022	Journal Entry	JE 07.31.22	07.31.22 balance adjustments per the City of Waconia - AO	-Split-	-2,168.24
	08/31/2022	Journal Entry	JE 08.31.22	08.31.22 balance adjustments per the City of Waconia - AO	-Split-	-6,043.00
Collins Electrical						
	09/23/2022	Bill Payment (Check)	4540		0012 Cash - SI/RMSC	-307.02
	09/21/2022	Bill		Fix Audio System	4029 1 Maintenance & Repairs:Building Repairs	307.02
Dan Montague - Expense Reimbursement						
	09/02/2022	Bill Payment (Check)	4525		0012 Cash - SI/RMSC	-14.63
	08/26/2022	Bill	8.26.22	To and from Bank 8/17 - 8/26	4043 2 Travel & Entertainment:Travel & Mileage	14.63
Dan Montague - Petty Cash						
	09/23/2022	Bill Payment (Check)	4541		0012 Cash - SI/RMSC	-41.94
	09/09/2022	Bill	09/09/22		4029 1 Maintenance & Repairs:Building Repairs	41.94
Fed Ex						
	09/23/2022	Bill Payment (Check)	4542		0012 Cash - SI/RMSC	-27.95
	09/14/2022	Bill	7-883-39112	Delivery Date 09/06/22	4037 Operating Supplies:Postage & Delivery	27.95
Grainger						
	09/02/2022	Bill Payment (Check)	4526		0012 Cash - SI/RMSC	-161.30
	08/17/2022	Bill	9414439332	Couplings, Microfiber cloth, sticky notes	4023 2 Operating Supplies:Maintenance Supplies	161.30
	09/15/2022	Bill Payment (Check)	4535		0012 Cash - SI/RMSC	-87.02
	08/23/2022	Bill	9421171167	Key Reel, Laundry Bag	4023 1 Operating Supplies:Building Supplies	87.02
	09/23/2022	Bill Payment (Check)	4543		0012 Cash - SI/RMSC	-117.92
	09/01/2022	Bill	9429787105	Microfiber Cloths	4023 1 Operating Supplies:Building Supplies	117.92
Hillyard / Hutchinson						
	09/23/2022	Bill Payment (Check)	4544		0012 Cash - SI/RMSC	-212.60

	Date	Transaction Type	Num	Memo/Description	Split	Amount
	09/01/2022	Bill		Janitorial Supplies	4023 1 Operating Supplies:Building Supplies	212.60
Horizon Commercial Pool Supply						
	09/02/2022	Bill Payment (Check)	4527		0012 Cash - SI/RMSC	-3,201.68
	08/17/2022	Bill	INV24524	Chemicals for Pool	4075 Chemicals/Pool Supplies	3,201.68
	09/23/2022	Bill Payment (Check)	4545		0012 Cash - SI/RMSC	-9,219.90
	09/08/2022	Bill	26339	Dolphin Wave 100 Robotic Commercial Cleaner	4075 Chemicals/Pool Supplies	3,919.87
	09/14/2022	Bill	26410	Pool Chemicals	4075 Chemicals/Pool Supplies	5,300.03
Innovative Office Solutions, LLC						
	09/02/2022	Bill Payment (Check)	4528		0012 Cash - SI/RMSC	-649.55
	08/16/2022	Bill	IN3900473	Wipes, Key rings, dum dum pops	4023 3 Operating Supplies:Office Supplies	680.76
	08/24/2022	Vendor Credit	SCN-115954	Carabiners	4023 3 Operating Supplies:Office Supplies	-31.21
	09/23/2022	Bill Payment (Check)	4546		0012 Cash - SI/RMSC	-1,323.93
	09/06/2022	Bill	3924502	Janitorial Supplies	4023 1 Operating Supplies:Building Supplies	1,323.93
Johnson Fitness & Wellness						
	09/02/2022	Bill Payment (Check)	4529		0012 Cash - SI/RMSC	-28.50
	08/16/2022	Bill	22039332	Body Tape Measure	4023 6 COGS - Operating:COGS - Reg., Progams & Lessons	28.50
	09/15/2022	Bill Payment (Check)	4536		0012 Cash - SI/RMSC	-165.24
	08/01/2022	Bill	22-039243	Wall Mount Mat Rack and Hanging Mat	4023 6 COGS - Operating:COGS - Reg., Progams & Lessons	165.24
Kona Ice Twin Cities						
	09/23/2022	Bill Payment (Check)	4547		0012 Cash - SI/RMSC	-335.00
	09/18/2022	Bill	252	September 10 activities	4024 1 COGS - Merchan. for Resale:COGS - Concessions	335.00
Kristi Sherlock - Expense Reimbursement						
	09/23/2022	Bill Payment (Check)	4548		0012 Cash - SI/RMSC	-56.26
	09/01/2022	Bill	8.22.22	45 miles @ new .625 cents per mile	4043 2 Travel & Entertainment:Travel & Mileage	28.13
	09/06/2022	Bill	09.06.22	45 miles to and from bank	4043 2 Travel & Entertainment:Travel & Mileage	28.13
Minneapolis Oxygen Company						
	09/23/2022	Bill Payment (Check)	4549		0012 Cash - SI/RMSC	-23.60
	09/01/2022	Bill	98028	Helium Rental	4023 4 COGS - Operating:COGS - Birthday Parties	23.60
Rink Management Services Corporation						
	09/02/2022	Bill Payment (Check)	4530		0012 Cash - SI/RMSC	-28,582.74
	09/01/2022	Bill	108863	September 2022 Management Fee	4069 1 Contract Services:Management Fees	4,750.00
	08/25/2022	Bill	108845	Payroll Period Ending 8/21/22, Pay Date 8/29/22, WK 35	4004 1 Contracted Payroll:Payroll	23,832.74
	09/15/2022	Bill Payment (Check)	4537		0012 Cash - SI/RMSC	-28,403.99
	08/15/2022	Bill	108908	Paychex Processing Invoice #2022081101; WK33	4004 3 Contracted Payroll:Payroll Expenses	593.60
	08/18/2022	Bill	108967	Principal Health Insurance Invoice 8/18/22; Billing Period 9/1 - 9/30/22	-Split-	218.90
	08/27/2022	Bill	108929	Paychex Invoice #2022082501; WK 35 Processing	4004 3 Contracted Payroll:Payroll Expenses	566.46
	09/09/2022	Bill	109060	Payroll Period Ending 9/4/22, Pay Date 9/12/22; WK 37	4004 1 Contracted Payroll:Payroll	24,909.65
	08/06/2022	Bill	109044	Quick Books Monthly Subscription	4053 Subscript., Memberships & Dues	180.00
	08/01/2022	Bill	108940	Cigna Health Insurance Billing Period 8/1 - 8/31/22	4004 2 Contracted Payroll:Health Insurance	1,448.04
	08/01/2022	Bill	108887	Paychex Payroll Processing Invoice #2022072801 - WK 31 Processing Charges	4004 3 Contracted Payroll:Payroll Expenses	578.60
	08/12/2022	Vendor Credit	108976	Verizon Invoice #9913341088; Billing Period 7/13 - 8/12/22	-Split-	-91.26
	09/23/2022	Bill Payment (Check)	4550		0012 Cash - SI/RMSC	-198.62
	09/01/2022	Bill	109134	HR Classroom; Split Charge from Bill #080622TH	4004 3 Contracted Payroll:Payroll Expenses	47.50
	09/01/2022	Bill	109115	Analysis & Monitoring - August 2022; Paychex Statement #25613571	4004 3 Contracted Payroll:Payroll Expenses	129.92
	09/01/2022	Bill	109095	Screening Services - August 2022; Paychex Statement #25613571	4004 3 Contracted Payroll:Payroll Expenses	21.20
Staples Advantage						
	09/02/2022	Bill Payment (Check)	4531		0012 Cash - SI/RMSC	-205.01

	Date	Transaction Type	Num	Memo/Description	Split	Amount
	08/06/2022	Bill	8067145360	paper, napkins, cups	4023 3 Operating Supplies:Office Supplies	205.01
Waconia Ice Arena						
	09/15/2022	Bill Payment (Check)	4538		0012 Cash - SI/RMSC	-3,031.87
	08/31/2022	Bill	ST 07/22	Sales & Use tax payment for July 2022	-Split-	3,031.87
Watson Company						
	09/02/2022	Bill Payment (Check)	4532		0012 Cash - SI/RMSC	-180.96
	08/25/2022	Bill	128045	Concessions Inventory	-Split-	180.96
Welcome Neighbor Inc						
	09/23/2022	Bill Payment (Check)	4551		0012 Cash - SI/RMSC	-150.45
	09/01/2022	Bill	16720	New Resident Mailer	4046 Advertising & Promotion	150.45
When To Work, Inc						
	09/23/2022	Bill Payment (Check)	4552		0012 Cash - SI/RMSC	-360.00
	09/14/2022	Bill	27933586-60-12-22	Online scheduling	4053 Subscript., Memberships & Dues	360.00
					Total Expenses:	$81,814.70

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022
Item Name:	Rink Management Services Corporation Waconia Ice Arena Expenditures Incurred September 2022
Originating Department:	Finance
Presented by:	Amanda Ortloff
Previous Council Action (if any):	

Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Motion to Approve Rink Management Corporation Expenditures for Waconia Ice Arena Incurred in September 2022

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Rink Management Services Corporation has provided the attached report for expenditures paid in September 2022. Per the City's contract with Rink Management, these expenditures are paid by Rink Management for the City's operation of the Waconia Ice Arena.

Attachments:

1. Waconia Ice Arena Bills Applied Payments Sep '22.pdf

FINANCIAL IMPLICATIONS:
Funding Sources & Uses:
Ice Arena Fund (678)

ADVISORY BOARD RECOMMENDATIONS:

Budget Information:
__X__ Budgeted
_____ Non Budgeted
_____ Amendment Required

Planning Commission	
Parks and Recreation Board	
Safari Island Advisory Board	
Other	

Waconia Ice Arena
Bills and Applied Payments
September 2022

	Date	Transaction Type	Num	Memo/Description	Split	Amount
Advanced Energy Partners						
	09/15/2022	Bill Payment (Check)	2846		0012 Cash - IA/RMSC	-241.90
	08/08/2022	Bill	8-2022	August 2022	4049 2 Utilities:Solar Energy	241.90
Bank of America - Business Credit Card						
	09/15/2022	Bill Payment (Check)	2847		0012 Cash - IA/RMSC	-80.88
	09/12/2022	Bill	2	Fan Blade	4029 1 Maintenance & Repairs:Building Repairs	80.88
CD Products INC						
	09/10/2022	Bill Payment (Check)	2842		0012 Cash - IA/RMSC	-135.19
	08/25/2022	Bill	80036	Business Cards	4023 4 Operating Supplies:Office Supplies	135.19
Grainger						
	09/10/2022	Bill Payment (Check)	2843		0012 Cash - IA/RMSC	-466.75
	08/26/2022	Bill	9426056827	Air Filters, insulation, v-belt, gloves, etc	4023 2 Operating Supplies:Maintenance Supplies	438.85
	08/29/2022	Bill	9426298643	Paper	4023 4 Operating Supplies:Office Supplies	27.90
Innovative Office Solutions, LLC						
	09/23/2022	Bill Payment (Check)	2850		0012 Cash - IA/RMSC	-280.26
	09/15/2022	Bill	IN3937089	Kit, First Aid Responder, RD	4023 1 Operating Supplies:Building Supplies	280.26
Reimbursement						
	09/10/2022	Bill Payment (Check)	2844		0012 Cash - IA/RMSC	-52.94
	08/31/2022	Bill	ER083122	Walkie Talkie Earpiece	4023 4 Operating Supplies:Office Supplies	52.94
	09/23/2022	Bill Payment (Check)	2851		0012 Cash - IA/RMSC	-253.75
	09/10/2022	Bill	09.10.22	406 miles to Bar class in Grand Rapids	4043 2 Travel & Entertainment:Travel & Mileage	253.75
Nathan Swanson - Petty Cash						
	09/02/2022	Bill Payment (Check)	2838		0012 Cash - IA/RMSC	-32.56
	08/26/2022	Bill	PC8.26.22	Jimmy Johns for OSM Meeting	4023 4 Operating Supplies:Office Supplies	32.56
Peterson Salt & Water Treatment Co.						
	09/15/2022	Bill Payment (Check)	2848		0012 Cash - IA/RMSC	-545.10
	09/01/2022	Bill	200991	CID34848	4029 1 Maintenance & Repairs:Building Repairs	545.10
R & R Specialties of Wisconsin Inc						
	09/02/2022	Bill Payment (Check)	2839		0012 Cash - IA/RMSC	-439.58
	08/01/2022	Bill	76028	Work on Zamboni	4029 2 Maintenance & Repairs:Equipment Repairs	439.58
Rink Management Services Corporation						
	09/02/2022	Bill Payment (Check)	2840		0012 Cash - IA/RMSC	-9,328.53
	08/15/2022	Bill	108911	Paychex Processing Invoice #2022081101; WK 33	4004 3 Contracted Payroll:Payroll Expenses	63.60
	08/01/2022	Bill	108890	Paychex Payroll Processing Invoice #2022072801- WK 31 Processing Charges	4004 3 Contracted Payroll:Payroll Expenses	73.64
	08/27/2022	Bill	108932	Paychex Invoice #2022082501; WK 35 Processing	4004 3 Contracted Payroll:Payroll Expenses	62.94
	09/01/2022	Bill	108864	September 2022 Management Fee	4069 1 Contract Services:Management Fees	3,750.00
	08/25/2022	Bill	108848	Payroll Period Ending 8/21/22, Pay Date 8/29/22, WK 35	4004 1 Contracted Payroll:Payroll	2,981.80
	08/01/2022	Bill	108950	Cigna Health Insurance Billing Period 8/1 - 8/31/22	4004 2 Contracted Payroll:Health Insurance	2,396.55
	09/10/2022	Bill Payment (Check)	2845		0012 Cash - IA/RMSC	-3,197.27
	09/09/2022	Bill	109063	Payroll Period Ending 09/04/22, Pay Date 09/12/22; WK37	4004 1 Contracted Payroll:Payroll	3,149.05

	Date	Transaction Type	Num	Memo/Description	Split	Amount
	08/18/2022	Bill	108971	Principal Health Insurance Invoice 8/18/22; Billing Period 9/1 - 9/30/22	-Split-	48.22
	09/15/2022	Bill Payment (Check)	2849		0012 Cash - IA/RMSC	-180.00
	08/06/2022	Bill	109019	Intuit/Quick Books Subscription	4053 Subscript., Memberships & Dues	180.00
	09/23/2022	Bill Payment (Check)	2852		0012 Cash - IA/RMSC	-225.12
	09/01/2022	Bill	109098	Screening Services - August 2022; Paychex Statement #25613571	4004 3 Contracted Payroll:Payroll Expenses	21.20
	09/01/2022	Bill	109118	Analysis & Monitoring - August 2022; Paychex Statement #25613571	4004 3 Contracted Payroll:Payroll Expenses	13.92
	09/01/2022	Bill	109138	HR Classroom; Split Charge from Bill #080622TH	4004 3 Contracted Payroll:Payroll Expenses	47.50
	09/01/2022	Bill	109143	Constant Contact for July and August	-Split-	142.50
Staples Advantage						
	09/23/2022	Bill Payment (Check)	2853		0012 Cash - IA/RMSC	-23.01
	09/03/2022	Bill	8067468450	1000 Forks	4023 1 Operating Supplies:Building Supplies	23.01
The Metro Group, Inc						
	09/02/2022	Bill Payment (Check)	2841		0012 Cash - IA/RMSC	-1,297.62
	08/18/2022	Bill	PI 832684	Vaporene	4023 1 Operating Supplies:Building Supplies	1,297.62
					Total Expenses:	$16,780.46

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022				
Item Name:	Contractor Pay Request - New Fire Station				
Originating Department:	Finance				
Presented by:	Amanda Ortloff				
Previous Council Action (if any):					
Item Type (X only one):	Consent	X	Regular Session		Discussion Session

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Motion to Approve Contractor Payment Request for the New Fire Station Project

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Kraus-Anderson Construction Co. has reviewed the contractor pay request for the new fire station project. The contractors requesting payment are as follows:

Twin City Acoustics, Inc. $1,235.00

The total amount of the contractor payments for this request is $1,235.00. Retainage remains due for each contractor until the project is complete and upon review of liquidated damages.

Attachments:

1. FS Pay App 1.Twin City Acoustics 10.10.22.pdf

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:
PIR Fund

ADVISORY BOARD RECOMMENDATIONS:

Budget Information:

X Budgeted
___ Non Budgeted
___ Amendment Required

Planning Commission	
Parks and Recreation Board	
Safari Island Advisory Board	
Other	

AIA® DOCUMENT G736 - 2009

Project Application and Project Certificate for Payment, *Construction Manager as Adviser Edition*

TO OWNER:	**City of Waconia** **201 South Vice Street** **Waconia, MN 55387**	PROJECT:	**City of Waconia - New Fire Station** **10451 10th Street West** **Waconia, MN 55387**	APPLICATION NO: PERIOD TO: PROJECT NO:	**1** **9/30/2022** **2210190-02**	DISTRIBUTION TO: OWNER ☐ CONSTRUCTION MANAGER ☐ ARCHITECT ☐
ATTENTION:	**Shane Fineran**	VIA CONSTRUCTION MANAGER:	**Kraus-Anderson Construction Co.**			

PROJECT APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Project. AIA Document G737-2009, Summary of Contractors' Applications for Payment, is attached.

1. TOTAL CONTRACT SUMS *(Item A Totals)*	$11,584,595.00
2. TOTAL NET CHANGES BY CHANGES IN THE WORK *(Item B Totals)*	$0.00
3. TOTAL CONTRACT SUM TO DATE (Item C Totals)	$11,584,595.00
4. TOTAL COMPLETED & STORED TO DATE *(Item F Totals)*	$1,300.00
5. RETAINAGE *(Item H Totals)*	$65.00
6. LESS PREVIOUS TOTAL PAYMENTS *(Item I Totals)*	$0.00
7. CURRENT PAYMENT DUE (Item J Totals)	**$1,235.00**

The undersigned Construction Manager certifies that to the best of its knowledges, information and belief this Project Application for Payment is an accurate compilation of the Contractors' Applications for Payment, attached hereto.

CONSTRUCTION MANAGER:

DocuSigned by:

By: H. John Huenink Date: 10/04/22

09455AA6766B484...

State of: **Minnesota**

County of: **Hennepin**

Subscribed and sworn to before me this **4th** day of **October, 2020**

DocuSigned by:

Notary Public: Karen Melander

3FBC6572A11945A...

My Commission expires: **January 31, 2024**

KAREN A MELANDER
NOTARY PUBLIC - MINNESOTA
My Commission Expires
January 31, 2024

PROJECT CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based evaluation of the Work and the data comprising this Application, the Construction Manager certified to the Owner that to the best of its knowledge, information and belief the Work has progressed as indicated; the quality of the Work is in accordance with the Contract Documents; and the Construction Manager recommends to the Owner and Architect that the Contractors be paid the AMOUNTS set forth in the attached Summary of Contractors' Applications for Payment.

TOTAL OF AMOUNTS CERTIFIED…………………….. **$1,235.00**

CONSTRUCTION MANAGER: **Kraus-Anderson Construction Company**

DocuSigned by:

By: H. John Huenink Date: 10/04/22

09455AA6766B484...

In accordance with the Contract Documents, based evaluation of the Work and the data comprising this Application, the Construction Manager's recommendation, the Architect certifies to the Owner, that to the best of its knowledge, information and belief the Work has progressed as indicated; the quality of the Work is in accordance with the Contract Documents; and the Contractors are entitled to payments of the AMOUNTS set for in the attached Summary of Contractors' Applications for Payment.

ARCHITECT: BKV Group

DocuSigned by:

By: Jake Jacobsen Date: 10/7/2022 | 11:16 AM CDT

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AIA DOCUMENT G736 - 2009 (formerly G722/CMa - 1992). COPYRIGHT © 1981,1992 and 2009 by The American Institute of Architects.

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

DocuSign Envelope ID: 6402D3F1-025B-46EE-9367-A88F1A4394AD

AIA DOCUMENT G737 - 2009

Summary of Contractors' Applications for Payment, *Construction Manager as Adviser Edition*

AIA Document G732, Application and Certificate for Payment, has been completed by each Contractor. The content of those G732 forms is summarized below

Waconia Fire Station

APPLICATION NO.: 1
APPLICATION DATE: 10/1/2022
PERIOD FROM: 9/1/2022
PERIOD TO: 9/30/2022
PROJECT NOS.: 2210190-02

		A	B	C	D	E	F	G	H	I	J	K	L
DESCRIPTION OF WORK	CONTRACTOR'S NAME	ORIGINAL CONTRACT SUM	NET CHANGES IN THE WORK	CONTRACT SUM TO DATE	WORK IN PLACE TO DATE	STORED MATERIALS (Not in D or I)	TOTAL COMPLETED AND STORED TO DATE (D + E)	RETAINAGE %	RETAINAGE AMOUNT	PREVIOUS PAYMENTS	**CURRENT PAYMENT (F - H - I)**	BALALANCE FINISH (C - F)	% COMPL. (F / C)
WS 01J Final Cleaning	Prime Construction Solutions, LLC	$28,000.00	$0.00	$28,000.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$28,000.00	0%
WS 03A Concrete	Ebert Construction	$1,277,000.00	$0.00	$1,277,000.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$1,277,000.00	0%
WS 03B Precast Structural Concrete	Wells Concrete Products Company	$1,554,400.00	$0.00	$1,554,400.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$1,554,400.00	0%
WS 03D Specialty Finished Concrete	QC Companies	$24,880.00	$0.00	$24,880.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$24,880.00	0%
WS 05A Structural Steel - Material	Ben's Structural Fabrication, Inc.	$562,000.00	$0.00	$562,000.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$562,000.00	0%
WS 05B Sturctural Steel Erection	A.M.E. Construction Corp	$142,300.00	$0.00	$142,300.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$142,300.00	0%
WS 06A Carpentry	Ebert Construction	$687,700.00	$0.00	$687,700.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$687,700.00	0%
WS 07A Metal Panels	Central Roofing Company	$181,000.00	$0.00	$181,000.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$181,000.00	0%
WS 07H Roofing	Berwald Roofing Company, Inc.	$670,470.00	$0.00	$670,470.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$670,470.00	0%
WS 07L Interior Sealants	Right-Way Caulking, Inc.	$32,200.00	$0.00	$32,200.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$32,200.00	0%
WS 08A Doors, Frames and Hdwr	Kendell Doors & Hardware, Inc.	$208,989.00	$0.00	$208,989.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$208,989.00	0%
WS 08D Specialty Doors	Yale Mechanical	$330,600.00	$0.00	$330,600.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$330,600.00	0%
WS 08F Exterior Glass & Glazing	Ford Metro, Inc.	$230,600.00	$0.00	$230,600.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$230,600.00	0%
WS 09A Drywall	RTL Construction, Inc.	$409,929.00	$0.00	$409,929.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$409,929.00	0%
WS 09B Tile	Superset Tile & Stone, LLC	$129,000.00	$0.00	$129,000.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$129,000.00	0%
WS 09C Acoustical Treatment	Twin Ctiy Acoustics, Inc.	$83,700.00	$0.00	$83,700.00	$1,300.00	$0.00	$1,300.00	5.00%	$65.00	$0.00	**$1,235.00**	$82,400.00	2%
WS 09D Flooring	MCI. Inc.	$82,600.00	$0.00	$82,600.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$82,600.00	0%
WS 09K Painting & Wallcovering	Wasche Commercial Finishes, Inc.	$117,470.00	$0.00	$117,470.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$117,470.00	0%
WS 21A Fire Suppression	Summit Fire Protection Co.	$123,600.00	$0.00	$123,600.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$123,600.00	0%
WS 22A Plumbing	Gag Sheet Metal, Inc.	$611,514.00	$0.00	$611,514.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$611,514.00	0%
WS 23A HVAC	Sentra-Sota Sheet Metal, Inc,.	$1,239,900.00	$0.00	$1,239,900.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$1,239,900.00	0%
WS 26A Electrical	Electrical Production Services, Inc.	$1,178,720.00	$0.00	$1,178,720.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$1,178,720.00	0%
WS 31A Earthwork & Site Utilities	Parker Contracting, LLC	$928,143.00	$0.00	$928,143.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$928,143.00	0%
WS 32A Asphalt Paving	Northwest Asphalt, Inc.	$194,700.00	$0.00	$194,700.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$194,700.00	0%
WS 32B Concrete Paving	Ebert Construction	$443,000.00	$0.00	$443,000.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$443,000.00	0%
WS 32D Site Fence	Century Fence Company	$33,050.00	$0.00	$33,050.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$33,050.00	0%
WS 32F Irrigation and Landscape	Peterson Companies, Inc.	$79,130.00	$0.00	$79,130.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$79,130.00	0%
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$0.00	#DIV/0!
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$0.00	#DIV/0!
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	5.00%	$0.00	$0.00	**$0.00**	$0.00	#DIV/0!
TOTALS		**$11,584,595.00**	**$0.00**	**$11,584,595.00**	**$1,300.00**	**$0.00**	**$1,300.00**	**5.00%**	**$65.00**	**$0.00**	**$1,235.00**	**$11,583,295.00**	**0%**

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APPLICATION AND CERTIFICATE FOR PAYMENT

CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G702/Cma

PAGE ONE OF PAGES

TO OWNER
City of Waconia
201 South Vine Street
Waconia, MN 55387

PROJECT: Waconia Fire Station

APPLICATION NO: #1
PERIOD TO: 9/30/2022
PROJECT NO: 2210190
CONTRACT DATE: 9/7/2022

Distribution to:
__OWNER
__CONSTRUCTION MANAGER
__ARCHITECT
__CONTRACTOR

FROM CONTRACTOR:
Twin City Acoustics
9449 Science Center Drive - Ste 100
New Hope, MN 55428

VIA CONSTRUCTION MANAGER: Kraus Anderson Construction Company
VIA ARCHITECT:

CONTRACT FOR: Acoustical Treatment

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM $ 83,700.00
2. Net Change by Change Orders $
3. CONTRACT SUM TO DATE (Line 1+2) $ 83,700.00
4. TOTAL COMPLETED & STORED TO DATE $ 1,300.00
   (Column G on G703)
5. RETAINAGE:
   a. 5% of Completed Work $65.00
   (Column D + E on G703)
   b. ______ of Stored Material $
   (Column F on G703)

Total Retainage (Lines 5a+5b or Total in Column I of G703) $ 65.00

6. TOTAL EARNED LESS RETAINAGE $ 1,235.00
   (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) $
8. CURRENT PAYMENT DUE $ 1,235.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE $ 82,465.00
   (Line 3 less Line 6)

JH 9/22

JH 9/22

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total Changes approved in previous months by Owner		
Total approved this Month		
TOTALS:	0.00	
NET CHANGES by Change Order	0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: ______________ Date: 09/19/22

State of: Minnesota County of: Anoka
Subscribed and Sworn to before me this 19th Day of September 2022
Notary Public: Julie Haupert
My Commission expires: 1/31/2027

Julie Lynn Haupert
NOTARY PUBLIC
MINNESOTA
My Commission Expires Jan 31 2027

CERTIFICATE FOR PAYMENT

In accorance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $ 1,235.00 KM

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application and on the Continuation Sheet that changes to conform to the amount certified.)

CONSTRUCTION MANAGER:
By: Dale Sonnichsen Date: 10/4/2022 | 8:59

ARCHITECT:
DocuSigned by:
D1F7BF85D4254BB...
By: Jake Jacobsen Date: 10/7/2022 | 11:16
8BA531069F734B5...

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

CONTINUATION SHEET

AIA DOCUMENT G703

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE OF PAYMENT
Containing Contractor's signed Certification, is attached
in tabulations below, amounts are stated to the nearest dollar
Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NO: #1
APPLICATION DATE: 09/16/2022
PERIOD TO: 09/30/2022
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D & E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D&E&F)	% COMPLETE	BALANCE TO FINISH (C - G)	RETAINAGE 5%
	Section 095100 Acoustical Ceilings								
1	Material	$ 44,900.00				0.00	0%	44,900.00	0.00
2	Labor	$ 26,200.00				0.00	0%	26,200.00	0.00
	Section 098433 Acoustical Wall Paneling								
3	CO #3 - Add	$ 3,900.00				0.00	0%	3,900.00	0.00
4	CO #4	$ 4,400.00				0.00	0%	4,400.00	0.00
5	Bond	$ 1,300.00		1,300.00		1,300.00	100%	0.00	65.00
6	Allowance	$ 3,000.00				0.00	0%	3,000.00	0.00
		$ 83,700.00	0.00	1,300.00		1,300.00	2%	82,400.00	65.00

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022
Item Name:	GIS Analyst Shared Position Agreement with Carver County
Originating Department:	Administration
Presented by:	Jackie Schulze
Previous Council Action (if any):	November 15, 2021 - Adopt Resolution 2021-257, Approving Carver County GIS Analyst Position for 2022

Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2022-271, Approving Carver County GIS Analyst Position Agreement for 2023

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Attached is the 2023 GIS Analyst Shared Position agreement. This will be the 17th year we have partnered with Carver County and other communities to fund a portion of the GIS Analyst position. This position assists us in developing our GIS database and works approximately 32 hours per month on Waconia related items (8 hours per week). The funding for this position is included in the 2023 budget. Highlights of the changes include:

- Change in not to exceed amount to $62.40 per hour from $60 per hour. This includes all salary and benefits related to the position and may be higher than the actual total costs paid.
- Change in contract term from 2022 to 2023

Attachments:

1. 22271res_GIS_Analyst_Position.docx
2. GIS Analyst Shared Position Agreement - Waconia.doc

FINANCIAL IMPLICATIONS:
Funding Sources & Uses:

Budget Information:
_________Budgeted
_________Non Budgeted
_________Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission	
Parks and Recreation Board	
Safari Island Advisory Board	
Other	

CITY OF WACONIA
RESOLUTION NO. 2022-271

RESOLUTION APPROVING CARVER COUNTY GIS ANALYST SHARED POSITION AGREEMENT

WHEREAS, the City of Waconia and Carver County desire to assure uniformity, accuracy, and standards of GIS data created and used within the County; and

WHEREAS, the City of Waconia and Carver County have developed an agreement whereby both can benefit from the partnership; and

WHEREAS, the City finds this partnership to be in the best interests of the community; and

WHEREAS, funds have been allocated in the 2023 budget for the City's share of this shared position.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby authorizes the City Administrator to execute the Carver County GIS Analyst Shared Position Agreement, conditioned upon adoption of the 2023 General Fund Budget.

Adopted by the City Council of the City of Waconia this 17th day of October, 2022.

____
Kent Bloudek, Mayor

ATTEST: ________________________________
Jackie Schulze, City Clerk

Carver County GIS Analyst Shared Position Agreement

THIS AGREEMENT is entered into by and between the County of Carver, 604 East 4th Street, Chaska, Minnesota 55318, hereinafter referred to as "Carver County" and the City of Waconia, 201 South Vine Street, Waconia, MN 55387, hereinafter referred to as "Participating Agency".

WHEREAS, Carver County is the employer of the GIS Analyst shared position; and

WHEREAS, Participating Agency will be allocated a percentage of hours per week for the GIS Analyst to work on Participating Agency projects; and

WHEREAS, Carver County and Participating Agency would like to arrange an opportunity to create a stronger GIS relationship, to assure uniformity, accuracy, and standards of GIS data created and used within the county, and to greatly reduce duplication of effort and expense related to GIS projects, including data collection and data maintenance; and

WHEREAS, Carver County and Participating Agency can share GIS data between organizations to help support GIS applications; and

WHEREAS, Carver County and Participating Agency can both benefit from a partnership agreement that serves to share resources and GIS knowledge between organizations in order to provide enhanced GIS services.

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. PURPOSE
   - 1.01 Strengthen the delivery county GIS service, which will bring uniformity, heightened, and predictable standards for created GIS data used within Carver County. This will reduce costs, expenses and duplication of efforts in GIS endeavors including data collection and data maintenance. This sharing is authorized Minnesota Statutes, Section 471.59.

2. DEFINITIONS
   - 2.01. Geographic Information System or GIS is a system used to visualize and analyze geographic features and data related to them. This is accomplished using specialized computer software and data. The term GIS has become loosely used to encompass software, data, analysis, and maps related to computerized mapping and geographic analysis.
   - 2.02. GIS Analyst works with related software and programs to create and maintain data and/or maps that can be combined with geographically referenced data. GIS software has the capacity to relate different types of data such as socioeconomic, demographic, administrative or political boundaries, land use, land cover, environmental, infrastructure, utilities and transportation networks.

2.03. Participating Agency is any participating entity that has executed a copy of this Agreement.

2.04. Work Week equals 40 Hours

2.05. Work Place will be the Carver County Courthouse, located at 604 East Fourth Street, Chaska, MN.

2.06. Commute Miles are the distance you travel from your home to your usual work place. If you leave from home and travel to a Participating Agency by personal auto, the amount of miles claimed should be the lesser of the distance from your home to the destination or the distance from your usual work place to the destination.

3. FUNDING

3.01. The Participating Agency is responsible for funding 8 hours of work per week of the shared position. The hours funded per week equal 20% of the overall funding of the position per week.

3.02. The cost of the hourly wage will be based upon Carver County's pay scale for a GIS Analyst position at the Grade and Step of the hired employee. The cost will include all benefits offered by Carver County. The cost for this agreement is not to exceed $62.40 per hour.

3.03. All holidays, sick leave, vacations, and training costs will be divided among Carver County and all Participating Agencies by their percentage of funding of the shared position for a work week stated in 2.01.

3.04. Participating Agency will be invoiced by Carver County on a quarterly basis. March 31st, June 30th, September 30th and December 31st.

3.05. The shared position will attempt to take a County vehicle when applicable and available to travel to and from the work place to a Participating Agency or between Participating Agencies. If a vehicle is not available, the shared position's mileage will be reimbursed when traveling by a personal vehicle to and from the work place to the Participating Agencies or between Participating Agencies, based upon the County approved standard mileage rate. Commute miles are not reimbursed. The mileage reimbursement will be split by all the Participating Agencies and the County equally and included in the quarterly invoice.

3.06. Mileage reimbursement costs while the shared position is on-site doing job related tasks for the Participating Agency is the responsibility of the Participating Agency.

3.07. Printing on the county's plotter is an option for Participating Agencies at a cost of $2 per square foot.

4. CARVER COUNTY COMMITMENT

4.01. During the term of this agreement Carver County will employ and supervise a GIS Analyst qualified to perform the services required by this Agreement and withholding taxes and paying all other employment tax obligation on their behalf. GIS Analyst will be an employee of Carver County. Unless stated otherwise in this agreement, the County shall be solely responsible for hiring, training, supervising, promoting, discipline, and terminating the GIS Analyst. The County's responsibility will include being responsible for worker's compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to County employees, including indemnification for third party personal injury/property damage claims, shall accrue to the County or employees of the County performing services under this Agreement. The GIS Analyst is anticipated to be a member of collective bargaining unit.

4.02. During the term of this agreement Carver County will provide the Participating Agency a summary of hours used, hours remaining, and a detailed summary of hours logged on Participating Agency's projects. The time to maintain these records will be done by the shared position on the Participating Agency's hourly time. These reports will be provided with the quarterly invoice. The report will be kept up-to-date and can be requested by the Participating Agency at anytime.

4.03. Carver County GIS Unit under the Information Technology Department within Administrative Services Division will oversee and supervise the shared position. The shared position will apply to all rules and policies of Carver County.

4.04. Carver County will provide an email address, phone and computer for the shared position.

4.05. Carver County will hire the shared position based upon an agreement from all Participating Agencies.

4.06. The Participating Agency Contracts with the County for GIS Services. In this agreement the GIS Analysts will provide the Participating Agency with the following services:

4.06.1.

- Map production
- GIS data maintenance and management
- ArcGIS Online administration
- GIS solution implementation
- GIS software support
- GPS support
- GIS training

5. PARTICPATING AGENCY COMMITMENT

5.01. Participating Agency will provide a primary person of contact for the shared position. This person will prioritize the work the shared position will conduct for their agency. This person will also be the recipient of the invoice and hourly summary statistics provided by Carver County.

Participating Agency Contact Information

Name:____________________________

Title:______________________________

Phone:_____________________________

Email:_____________________________

5.02. Participating Agency will provide a list of potential projects within Attachment A.

5.03. Participating Agency will send at least one representative to participate in the hiring process of the shared position.

5.04. Participating Agency will provide feedback on the GIS Analyst's yearly performance review process.

6. AGREEMENT TERM

6.01. The term of this Agreement shall commence upon January 1, 2023 or upon its execution by Carver County and the Participating Agency, whichever occurs later. This Agreement shall remain effective until December 31, 2023.

6.02. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter.

6.03. Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties.

This Agreement may be cancelled with or without cause by any party upon 120 days written notice. The participating agency shall still be responsible for its financial obligation as described in 3 Funding.

6.04. Nothing in this Agreement shall constitute a waiver by the County of any statute of limitations or exceptions on liability. If the County fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

If any part of this Agreement is rendered void, invalid or unenforceable, by a court of competent jurisdiction, such rendering shall not affect the remainder of this Agreement unless it shall substantially impair the value of the entire Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid provision that most closely approximates the intent of the invalid provision.

6.05. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution or performance or failure to adequately perform its obligations pursuant to this Agreement. It is understood and agreed that each Party's liability shall be limited by the provisions of Minnesota Statute § 466 and/or other applicable law.

6.06. All data collected, created, received, maintained, or disseminated, in any form, for any purposes by the activities of the Parties because of this Agreement is governed by the

Minnesota Government Data Practices Act Minn.Stat.Chap.13 and related statutes), as amended, the Minnesota Rules implementing such Act, as amended, as well as Federal Regulations on data privacy.

6.07. Neither Party shall not enter into any subcontract for the performance of any services contemplated under this Agreement without the prior written approval of the other Party and subject to such conditions and provisions as it may deem necessary. The subcontracting Party shall be responsible for the performance of all Subcontractors.

6.08. No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other Parties and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors.

6.09. During the performance of this Agreement, the Parties agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable

6.10. The Laws of the State of Minnesota shall apply to this Agreement.

6.11. Default in this Agreement may occur when a Party fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement. Unless the Party's default is excused by the non-defaulting Party, the non-defaulting party may, upon written notice to the defaulting party representative listed herein, cancel this Agreement in its entirety as indicated in (6.12) below.

6.12. Each Party to this agreement reserves the right to withdraw from and cancel this agreement within 30 days from the opening of bids for the project in the event either or both parties consider any or all bids unsatisfactory; the withdrawal form or cancellation of the agreement to be accomplished by either or both parties within 30 days of opening of bids by serving a written notice thereof upon the other, unless this right is waived by both parties in writing.

6.13. Pursuant to Minn. Stat. §16C.05, subd. 5, the parties agree that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the parties and involve transactions relating to this Agreement. Parties agree to maintain these records for a period of six years from the date of termination of this Agreement.

Neither party shall be held responsible for delays or failure to perform when such delays or failure is due to any of the following uncontrollable circumstances: fire, flood epidemic, strikes, wars, acts of God, unusually severe weather, actions of public authorities, or delays or defaults cause by public carrier(s); providing the defaulting party gives notice as soon as possible to the other party of the inability to perform.
IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

PARTICIPATING AGENCY	COUNTY OF CARVER
By:_____________________________	By:__________________________________
Title:___________________________	Title:___________________________
Date of Signature:________________	Date of Signature:______________________

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022
Item Name:	SITE PLAN & DESIGN REVIEW - 1301 Oak Avenue
Originating Department:	Community Development
Presented by:	Ethan Nelson
Previous Council Action (if any):	

Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2022-272 regarding the Site Plan & Design Review application for the proposed Casey's Retail Store for the property located at 1301 Oak Avenue.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

BACKGROUND

Applicant: Derek Wheatley
Owner: Casey's Retail Company
Address: 1301 Oak Avenue
PID# 751500010
Zoning: B-1, Highway Business District
Design District: Highway District

REQUEST

The applicant, Derek Wheatley, has submitted a Site Plan application for the property located at 1301 Oak Avenue. The applicant is proposing to construct a 211 sq. ft. mechanical enclosure addition and parking alterations as part of the remodel project for the Casey's Retail store.

APPLICABLE ORDINANCE PROVISIONS:

1. Section 900.05 – District Regulations, Subd. 2.F – B-1, Highway Business District
2. Section 900.06 – Supplementary Regulations, Subd. 9 – Architectural Design Standards
3. Section 900.08 – Performance Standards
4. Section 900.09 – Off-Street Parking, Loading, and Access Regulations
5. Section 900.12 – Administration, Enforcement and Procedures, Subd. 10 - Site Plan Review

SITE PLAN REVIEW

City Ordinance requires Site Plan Review *"in order to further promote the safe and efficient use of land and to further enhance the value of property in the City."* City Ordinance requires Site Plan Review for any construction for which a building permit is required, except for construction of detached, single-family residential structures or structures accessory thereto.

ZONING

The subject parcel is zoned B-1, Highway Business District. The existing and proposed Retail and Motor Fuel Station is a permitted use in the B-1 district.

LOT REQUIREMENTS

The subject property is located in the B-1, Highway Business District. Section 900.05, Subd. 2.F of the City Ordinance states *"The purpose of this district is to provide for an appropriate range of businesses that will be utilized by area residents as well as vehicular traffic generated from the surrounding area."*

The applicant is not proposing alterations to any of the existing lot rea, hardcover or setback requirements as the cooler/freezer box addition is within existing minimum setbacks and proposed to be located on existing hardcover.

SCREENING OF EQUIPMENT

If an outdoor storage, service or loading area faces adjacent residential uses or a public street or walkway, it shall be screened by a decorative fence, wall or screen of plant material at least 6 feet in height. Fences and walls shall be architecturally compatible with the primary structure.

The applicant is proposing to install 211.25 sq. ft. of refrigeration equipment on the south side of the building. The refrigeration equipment is proposed to contain a Galvalume Embossed with a custom color to match the existing brick façade. The applicant is proposing 1/2" x 4" PT Wood Vertical Board fencing on Wood Posts that would be painted or stained to a similar shade to match the existing brick veneer of the principal structure.

OFF-STREET PARKING
City Ordinance requires the following parking requirements for Retail and Motor Vehicle Fuel Stations.

Retail sales: Four (4) spaces for each l,000 square feet of gross floor space, less storage space.

Motor Fuel Station: At least four (4) off-street parking spaces plus two (2) off-street parking spaces for each service stall. Those facilities designed for sale of other items than strictly automotive products, parts or service shall be required to provide additional parking in compliance with other applicable portions of this Ordinance.

The applicant is proposing 28 parking stalls, meeting City ordinance requirements. Staff notes that the applicant is proposing two parking spaces adjacent to the proposed mechanical enclosure; one head-in ADA stall and one additional stall perpendicular to the ADA stall. Although the proposed layout of these two specific stalls are not ideal, it meets City standards. The applicant shall install one (1) 18 inch by 12 inch "Parallel Parking Only" sign (sign number = R7-5a) facing south towards the parallel parking space to the east of the ADA parking stall. In addition to the parallel parking sign, the applicant shall also revise the proposed bollard locations to be located 3 ft. from the edge of the primary portion of the perimeter of the No Parking striping.

VEHICULAR ACCESS
The applicant is not proposing to alter any vehicular access to their site or 1309 Oak Avenue. Staff notes that the proposed off-street parking does have alterations that could potentially impact drive aisles on the east side of the site. Therefore, staff have added condition #1 to ensure parking compliance.

PEDESTRIAN ACCESS
No significant alterations to existing pedestrian access is proposed except for a portion of sidewalk in front of the south side of the building due to the proposed installation of screened mechanical equipment.

SEWER AVAILABILITY CHARGE (SAC) AND CITY TRUNK FEES

New construction, a new business, a change in location or change in the use of space in a way that creates more potential demand on the wastewater system will require submission to the Metropolitan Council for a Sewer Availability Charge (SAC) determination. The SAC determination made by the Metropolitan Council informs the City sewer and water trunk fees associated with the potential development, redevelopment and/or remodeling of the subject property, location, or business. City Code requires that for every SAC unit determined by the Metropolitan Council, the project will require the payment of one City sewer trunk fee and one City water trunk fee. The 2022 SAC and City trunk fees are included below for convenience. Please note that the current 2022 per unit cost, which includes SAC, water trunk fee, and sewer trunk fee, is $10,485 plus any applicable hook-up and stormwater connection fees.

SAC Charge	$2,485 per SAC unit determined by the Metropolitan Council
Sewer Trunk Fee	$3,000 per SAC unit determined by the Metropolitan Council
Water Trunk Fee	$5,000 per SAC unit determined by the Metropolitan Council
Stormwater Trunk Fee	$11,000 per acre
Stormwater Access Fee	$1,600 per acre

DESIGN REVIEW – HIGHWAY DISTRICT

City Ordinance requires Design Review with the understanding that *"the visual character and historic resources of the City are important attributes of its quality of life."* City Ordinance requires Design Review to be conducted as part of the Site Plan Review process.

Based on a review of the plan set provided by the applicant for the proposed Casey's Retail, staff finds that the design requirements stated in the Highway Business District generally meet City Standards. Further, stated below you will find the one applicable section of the design review standards which require consideration and/or further review.

Building Materials
a. Objective: To ensure that high-quality, authentic materials that evoke traditional downtown settings are used in new commercial development.
b. Standard: Buildings should be constructed of high-quality materials such as brick, stone or textured, cast stone or tinted masonry units, or architectural metal panels.
The following materials are prohibited:
1) Unadorned plain or painted concrete block
2) Tilt-up concrete panels
3) Pre-fabricated steel or sheet metal panels
4) Reflective glass
5) Aluminum, vinyl, fiberglass, asphalt or fiberboard siding
6) Wood siding
c. Accent Materials. Accent materials may be used on up to 15% of the building's façade. These may include metal, glass block, spandrel glass or similar materials as
approved by the Planning Commission (see Figure 18).
d. Other Materials. The Planning Commission may also approve other materials that the Planning Commission, in its discretion, determines ae compatible with any
permitted materials if it finds that: 1) the quality and appearance of the proposed materials is consistent with the standard that has been set within the Highway
District; and 2) the use of these materials will not have a detrimental effect upon adjacent property values or property values within the City.

Design Response: The applicant is proposing outdoor refrigeration equipment that is a Galvalume Embossed with a custom color to match the existing façade of the building. This appears to meet the 15% accent material allowance noted above.

CONCLUSION / RECOMMENDATION

The Planning Commission, at their regular meeting on October 6th, 2022, reviewed the pertinent information and recommended approval of the proposed Site Plan & Design Review application via a 4-1 vote.

If the City Council chooses to approve the afore-mentioned land use applications, the Planning Commission and staff would recommend the approvals with the following condition:

1. The applicant shall install one (1) 18 inch by 12 inch "Parallel Parking Only" sign (sign number = R7-5a) facing south towards the parallel parking space to the east of the ADA parking stall. In addition to the parallel parking sign, bollard locations shall be located 3 ft. from the edge of the primary portion of the perimeter of the No Parking striping.

Attachments:

1. 22272 res Casey Site Plan.docx
2. Location Map (1 Page).pdf
3. Existing and Proposed Site Plan and Elevations (5 Pages).pdf

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	***ADVISORY BOARD RECOMMENDATIONS:*** Recommendation of approval via a 4-1 vote on October 6th, 2022.
Budget Information: _________ Budgeted _________ Non Budgeted _________ Amendment Required	Planning Commission _________ Parks and Recreation Board _________ Safari Island Advisory Board _________ Other

CITY OF WACONIA
RESOLUTION 2022-272

RESOLUTION APPROVING SITE PLAN & DESIGN REVIEW FOR THE PROPERTY LOCATED AT 1301 OAK AVENUE

WHEREAS, Derek Wheatley (the **"Applicant"**), has submitted a Site Plan & Design Review application for the property located at 1301 Oak Avenue (the **"Property"**) pursuant to Section 900.12 of the City Zoning Code; and

WHEREAS, the subject parcel is identified as PID# 751500010; and

WHEREAS, the property is zoned for B-1, Highway Business District and is located within the Highway Design Standards District; and

WHEREAS, the Applicant is proposing to construct a 211 sq. ft. mechanical enclosure addition and parking alterations as part of the remodel project for the Casey's Retail store; and

WHEREAS, the City's Planning Commission, at their regular meeting on October 6th, 2022, recommended approval of the Site Plan & Design Review application via a 4-1 vote with the following conditions:

1. The applicant shall install one (1) 18 inch by 12 inch "Parallel Parking Only" sign (sign number = R7-5a) facing south towards the parallel parking space to the east of the ADA parking stall. In addition to the parallel parking sign, bollard locations shall be located 3 ft. from the edge of the primary portion of the perimeter of the No Parking striping.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Waconia hereby approves the Site Plan & Design Review plan set submitted by Derek Wheatley for the property located at 1301 Oak Avenue subject to the conditions, findings and recommendations of the Planning Commission and staff stated above.

Adopted by the City Council of the City of Waconia this 17th day of October, 2022.

____
Kent Bloudek, Mayor

ATTEST: ____________________________
Jackie Schulze, City Clerk

0 25 50 100 150 200 ft

Coordinate System:
WGS 1984 Web Mercator Auxiliary Sphere

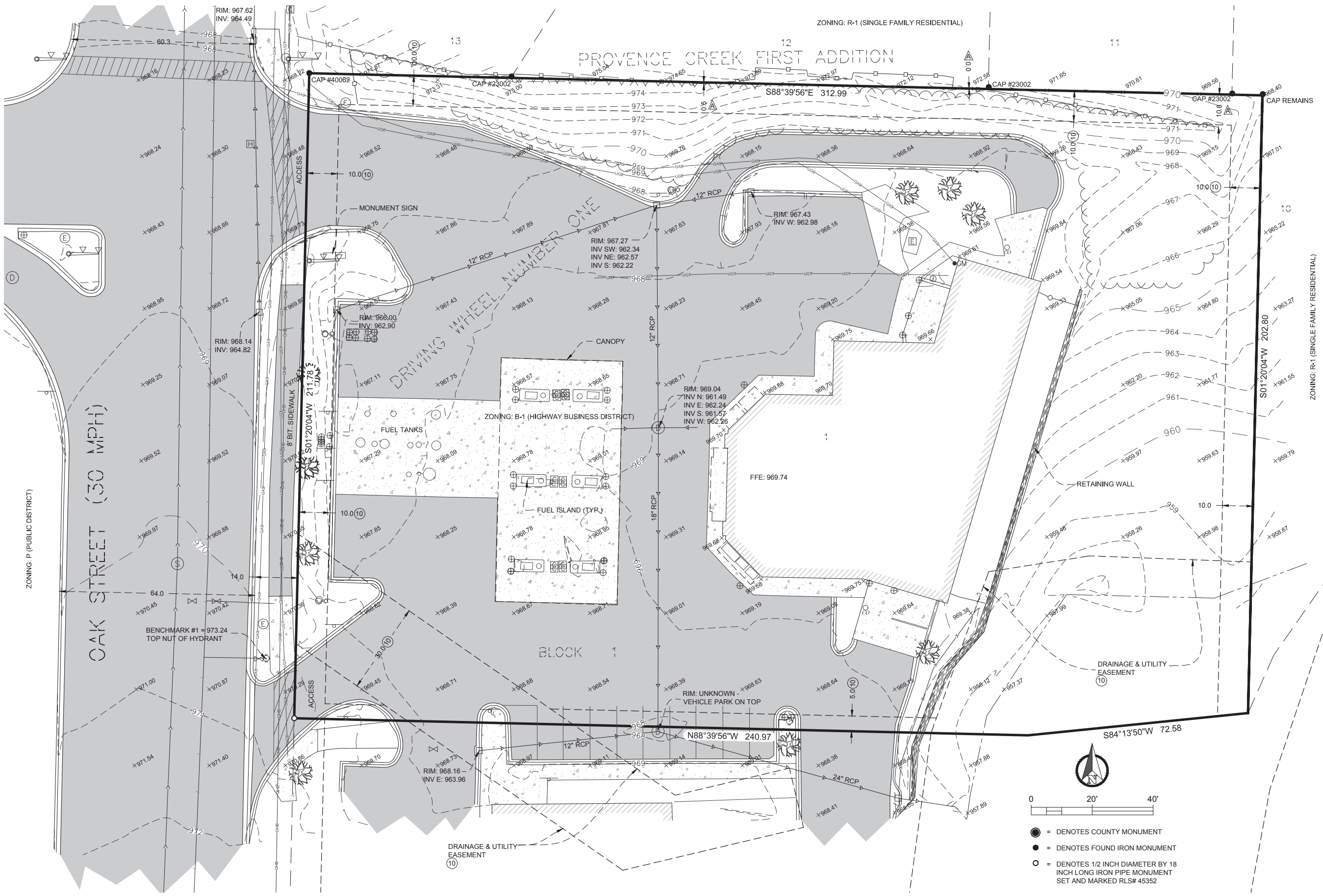
N

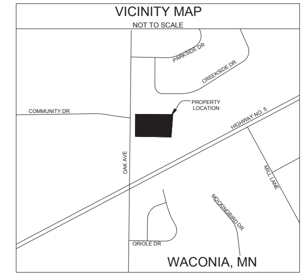
September 2022

City of Waconia
201 Vine Street South, Waconia, MN 55387

Waconia GIS

ALTA/NSPS LAND TITLE SURVEY





LEGEND

- PLATTED & EXISTING LOT LINES
- EXISTING RIGHT OF WAY
- EASEMENT LINES
- BOUNDARY LINE
- GUARD RAIL
- WOOD FENCE
- CHAINLINK FENCE
- STORM SEWER LINE
- SANITARY SEWER LINE
- WATERMAIN
- OVERHEAD ELECTRIC
- UNDERGROUND TELEPHONE
- UNDERGROUND FIBER
- UNDERGROUND ELECTRIC
- UNDERGROUND GAS LINE
- EDGE OF WETLAND
- BUILDING
- EDGE OF TREE LINE OR WOODS
- CONCRETE PAVEMENT
- BITUMINOUS PAVEMENT
- HYDRANT
- GATE VALVE
- SANITARY MANHOLE
- SANITARY SEWER CLEANOUT
- STORM MANHOLE
- CATCH BASIN
- APRON
- POWER POLE
- LIGHT POLE
- GUY WIRE
- POWER BOX
- ELECTRIC METER
- COMMUNICATION PEDESTAL
- HAND HOLE
- GAS METER
- SIGN
- BOLLARD
- DECIDUOUS TREE
- CONIFEROUS TREE

EXISTING LEGAL DESCRIPTION:

Lot 1, Block 1, DRIVING WHEEL NUMBER ONE, Carver County, Minnesota.

AND

Together with an easement over Lot 2, Block 1, DRIVING WHEEL NUMBER ONE, Carver County, Minnesota as set out in Document No. 563795.

To Casey's Retail and First American Title Insurance:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 8 and 11 of Table A thereof. The field work was completed on February 17, 2022.

Date of Map: 4/1/2022

Jonathan D. Schuette, RLS
Registration Number 45352

LAND AREA:

1.51 acres± or 65,961 square feet

LIST OF POSSIBLE ENCROACHMENTS

The following list of encroachments is only the opinion of this surveyor and should not be interpreted as complete listing.

A. A fence lies over the north property line.

ZONING INFORMATION

Zoning District: B1
Setbacks:
- Front: 60'
- Side: 30'
- Rear: 30'
- Height: 35'

Zoning Source: City of Waconia

GENERAL SURVEY NOTES:

1. The address of the subject property is 1301 Oak Avenue, Waconia, MN 55387.

2. Utility Note: The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has physically located the underground utilities per Gopher One Call Ticket No. 220680562.

3. The property described hereon is the same as the property described in First American Title Insurance Company Commitment No. 2217373, with an effective date of January 23, 2022 at 12:00 am and that all easements, covenants and restrictions referenced in said title commitment or apparent from a physical inspection of the site or otherwise known to me have been plotted hereon or otherwise noted as to their effect on the subject property.

4. Said described property is located in Flood Zone X, according to Flood Insurance Rate Map Community Panel No. 27019C0183D published by the Federal Emergency Management Agency, effective date of December 21, 2018.

SCHEDULE B-2 EASEMENT NOTES

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I--Requirements are met. (Not a survey matter.)

2. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the Public Records, or attaching subsequent to the Commitment and/or Policy Date but prior to the date the Proposed Insured acquires for value the Title or Mortgage covered by this Commitment and/or Policy. (Not a survey matter.)

3. Any encroachment, encumbrances, violation, variation, or adverse circumstances affecting the Title that would be disclosed by an accurate and complete land survey of the Land. (See list of possible encroachments.)

4. Rights or claims of parties in possession not shown by the Public Records. (Not a survey matter.)

5. Easements, or claims of easement, not shown by the Public Records. (Not a survey matter.)

6. Any lien, or right to lien, for services, labor, or material heretofore or hereafter furnished, imposed by law and not shown by the Public Records. (Not a survey matter.)

7. All assessments and taxes due and payable in 2022, and thereafter. (Not a survey matter.)

8. There are no levied or pending special assessments.

INFORMATION NOTE ONLY - NOT PART OF A POLICY: We certify that the above information is current as of the effective date of the commitment as shown in Schedule A.

INFORMATION NOTE ONLY - NOT PART OF A POLICY: Any final Owner's policy issued by this Company will NOT INSURE that any charges for water bills, weed, grass, garbage or debris removal, municipal hookup or any other fees imposed by the municipality have been paid. (Not a survey matter.)

9. Taxes for the year 2021 and prior years are paid in full. Taxes payable for the year 2021 were in the amount of $27,594.00. Base tax amount $27,462.00. Tax No. 75.1500010. Carver County tax records indicate property is Commercial/Industrial for taxes payable in the year 2021. Taxes payabale in 2022 are not yet available. (Not a survey matter.)

10. Utility and drainage easements as shown on the recorded plat of DRIVING WHEEL NUMBER ONE. (Affects the subject property and is shown on survey.)

11. Ingress and Egress and Parking Agreement dated September 24, 2012; filed October 11, 2012 as Document No. A563795. (The exception affects the subject property but contains insufficient mathematical data to plot.)

12. INFORMATION NOTE ONLY - NOT PART OF A POLICY: Title Mark, LLC is not in possession of an abstract. (Not a survey matter.)

13. INFORMATION NOTE ONLY - NOT PART OF A POLICY: The policy to be issued contains an arbitration clause. All arbitrable matters, when the Amount of Insurance is $2,000,000 or less, shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. You may review a copy of the arbitration rules at www.alta.org. (Not a survey matter.)

14. INFORMATION NOTE ONLY - NOT PART OF A POLICY: The commitment was typed by BR/dcb/clf on 03/21/2022. Commitment Revision 1 typed by dcb on 3/21/2022. (Not a survey matter.)

DESIGN TREE
engineering + land surveying
St. Cloud | Alexandria | Rogers
320-217-5557

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINTED NAME: Jonathan D. Schuette

DATE: 4/1/2022 LICENSE #: 45352

PREPARED FOR:

CASEY'S GENERAL STORES

1301 OAK AVENUE, WACONIA, MN 55387

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DRAWN BY: CWK
CHECKED BY: JDS
PROJECT NO.: 01722006

NO.	DATE	DESCRIPTION
1	8/25/22	REVISE CONC. @ CARWASH

ALTA/NSPS LAND TITLE SURVEY

1 of 1

F:\DESIGN TREE ENGINEERING\PROJECTS\017 - CASEY'S GENERAL STORE\01722006 - WACONIA - 1301 OAK AVE\CONSTRUCTS\SURVEY\-ALTA-01722006.DWG #### 8/25/2022

Parking

CONVENIENCE STORE:

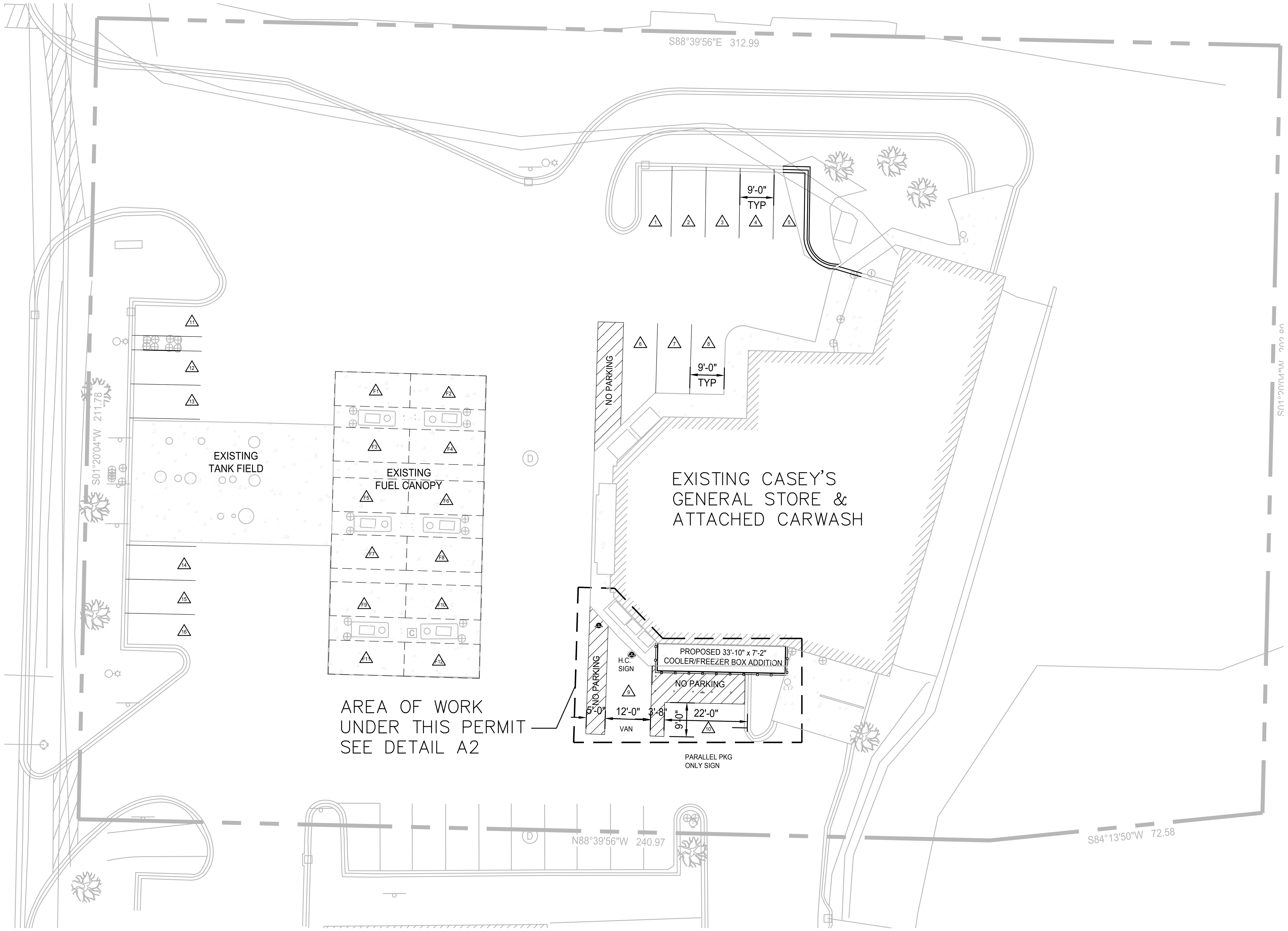
REQUIRED: 4 SPACES + 4 SPACES/1000SF OF GROSS FLOOR SPACE, LESS STORAGE = (4) + (3930SF) TOTAL - (276 SF + 587SF + 99 SF) STORAGE = 2,968 /1000 =2.97 4 + 4 (2.97) = 15.8 = 16 SPACES (INCLUDING 1 VAN ACCESSIBLE SPACE).

PROVIDED: 16 SPACES INCLUDING 1 VAN ACCESSIBLE

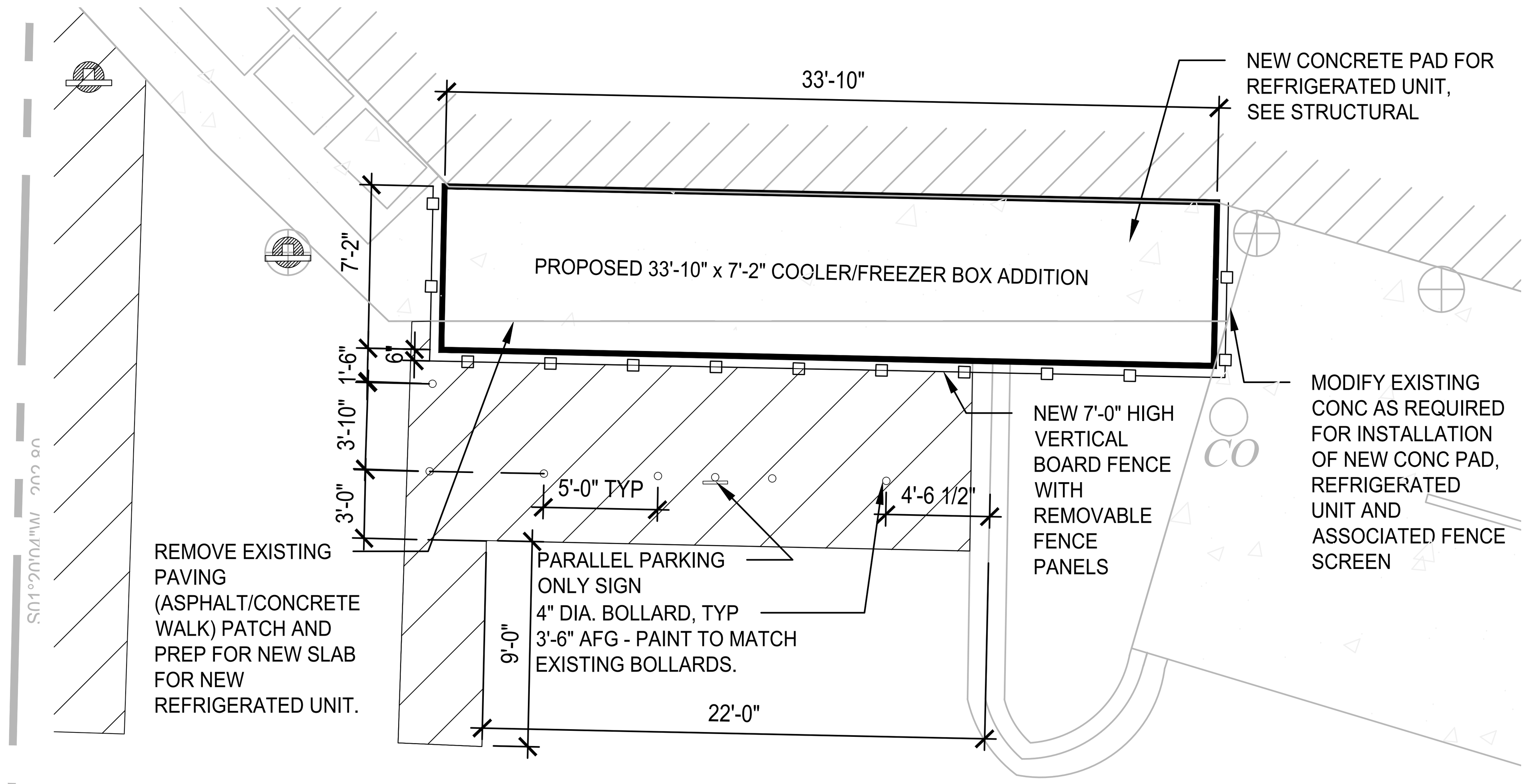
FUEL CANOPY: (EXISTING)

REQUIRED: 2 SPACES PER SERVICE STALL
6 SERVICE STALLS = 12 SPACES

PROVIDED: 2 SPACES PER SERVICE STALL
6 SERVICE STALLS = 12 SPACES



A1 Site Layout Plan
1" = 20'



A2 Enlarged Plan
3/16" = 1'-0"

A3 Parallel Parking Signage
NTS - FOR REFERENCE ONLY

rdc.

11921 Freedom Drive #1110
Reston, Va 20190
t 703.668.0086
rdccollaborative.com

PLANNING COMMISSION 10/6/22

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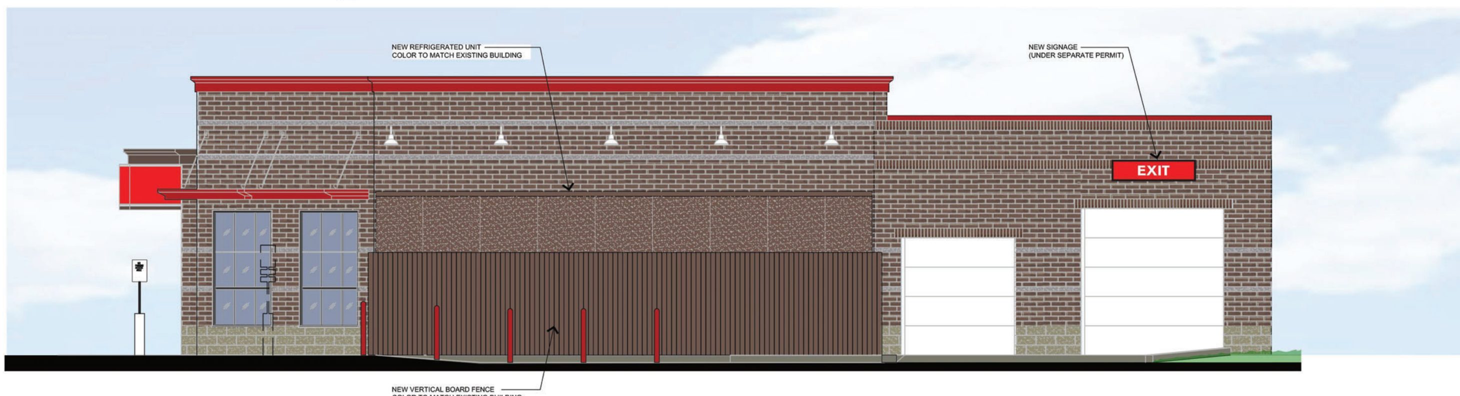
Casey's

CASEY'S CONSTRUCTION DIVISION
One Convenience Blvd., P.O. Box 3001, Ankeny, Ia. 50021 515-965-6100

PROJECT: Waconia, MN #4271 1301 Oak Ave. Speedway Acquisition/Remodel	REVIEW SET 08.05.22 ISSUED ON:	DRAWING INFORMATION: SITE PLAN
DRAWING INFORMATION: CONSTRUCTION DIVISION	PUBLISHED: 06.03.22	AL-101
DRAWN BY: Derek Wheatley/CKK	CHECKED BY: RDC-RW	PROJECT NUMBER: 22200

2 Exterior Elevation - Front of Building

1/4"=1'-0"



1 Exterior Elevation - Right Side of Building

1/4"=1'-0"

rdc.

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rdcollaborative.com

PLANNING REVIEW 9/1/22

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Casey's

CASEY'S CONSTRUCTION DIVISION
One Convenience Blvd., P.O. Box 3001, Ankeny, Ia. 50021 515-965-6100

PROJECT: Waconia, MN #4271 1301 Oak Ave. Speedway Acquisition/Remodel	REVIEW SET 08.05.22 ISSUED ON:	DRAWING INFORMATION: EXTERIOR ELEVATIONS
DRAWING INFORMATION: CONSTRUCTION DIVISION	PUBLISHED: 06.03.22	A-201
DRAWN BY: Derek Wheatley/CKK CHECKED BY: RDC-RW	PROJECT NUMBER: 22200	

Demolition Plan
3/16" = 1'-0"

General Construction Notes

1. FOR ADDITIONAL INFORMATION SEE SHEETS:

   A-101 FLOOR PLAN
   AQ-101 EQUIPMENT PLAN

2. COORDINATE DEMOLITION WITH CASEY'S GENERAL STORE.
3. COORDINATE WITH CASEY'S REPRESENTATIVE TO SCHEDULE CONSTRUCTION AND INTERRUPTION OF PLUMBING, HVAC, ELECTRICAL OR TELEPHONE SERVICE.
4. VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS. DO NOT SCALE THE DRAWINGS. ADVISE CASEY'S REPRESENTATIVE OF ANY DISCREPANCIES. DIMENSIONS ARE TO FACE OF GYPSUM DRYWALL UNLESS OTHERWISE NOTED. WHERE NOTED AS 'CLEAR', DIMENSION IS TO FACE OF FINISH MATERIAL
5. MAINTAIN THE PREMISES AND SURROUNDING AREA FREE FROM ACCUMULATION OF WASTE MATERIALS. AT COMPLETION OF THE WORK, REMOVE WASTE MATERIALS, RUBBISH, EQUIPMENT, MACHINERY AND SURPLUS MATERIALS.
6. PERFORM A FINAL CLEANING PRIOR TO ACCEPTANCE BY CASEY'S. CLEANING TO INCLUDE BUT NOT TO BE LIMITED TO REMOVAL OF DIRT, STAINS, MASTIC, FINGERPRINTS AND OTHER FOREIGN MATERIALS FROM EXPOSED SURFACES: CLEAN ALL INTERIOR WINDOWS, SILLS, AND MULLIONS,
7. COMPLY WITH APPLICABLE LOCAL AND NATIONAL CODES AND ORDINANCES. OBTAIN AND PAY FOR REQUIRED PERMITS AND INSPECTIONS.
8. AT AREAS WHERE NEW WALL CONSTRUCTION IS ALIGNED WITH EXISTING WALLS, PROVIDE SMOOTH TRANSITION BETWEEN NEW AND EXISTING SURFACES.

Demolition Notes

1 REMOVE EXISTING CASEWORK. CAP PLUMBING AS REQUIRED ACCORDING TO CODE.

2 REMOVE EXISTING SHELVING AND RACKS

3 REMOVE EXISTING LOOSE FURNITURE, FLOOR COOLERS AND KITCHEN EQUIPMENT.

4 REMOVE EXISTING WALLS AND DOORS

5 REMOVE EXISTING CONC FLOOR AS REQUIRED TO INSTALL NEW PLUMBING. FIELD VERIFY LOCATION OF EXISTING LINES AND MINIMIZE EXTENTS OF SLAB REMOVAL. SEE PLUMBING AND STRUCTURAL FOR FURTHER INFORMATION.

6 REMOVE EXISTING COOLER WALLS & COOLER DOORS VERIFY WITH CONSTRUCTION SUPERVISOR

7 REMOVE EXISTING PLUMBING FIXTURES, CAP PLUMBING AS REQUIRED ACCORDING TO CODE.

8 REMOVE EXISTING PAVED SURFACE (ASPHALT/CONCRETE WALK) AS REQUIRED FOR INSTALLATION OF REFRIGERATED UNIT. PATCH AND PREP FOR NEW SLAB. SEE SHEET AL-101 FOR ADDITIONAL SITE INFORMATION.

9 PATCH AND REPAIR EXISTING FENCE ENCLOSURE TO 'LIKE NEW' CONDITION. MAY BE PAINTED TO MATCH EXISTING. FOR ALTERNATE PAINT COLOR, SUBMT TO ARCHITECT FOR REVIEW AND APPROVAL. (ALTERNATE PAINT COLOR(S) MUST BE SUBMITTED TO THE AHJ REVIEW AND APPROVAL.)

10 EXISTING KITCHEN HOOD TO REMAIN. PROTECT EXISTING HOOD AND ASSOCIATED EQUIPMENT FROM DAMAGE DURING DEMOLITION.

11 EXISTING PANIC HARDWARE - VERIFY HARDWARE IS IN GOOD WORKING ORDER AND OPERATION. IF HARDWARE IS DAMAGED OR INOPERABLE, SUBMIT SPECIFICATION TO ARCHITECT FOR REVIEW AND APPROVAL OF COMPATIBLE, COMPLIANT EQUAL.

Key - Legend

(shaded)	EXISTING TO REMAIN
(hatched)	SELECTIVE DEMOLITION AT EXISTING CONCRETE FLOOR
(dashed)	DEMOLISH / REMOVE ELEMENTS AS NOTED

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Reston, Va 20190
t 703.668.0086
rdcollaborative.com

REVIEW SET_08/05/22

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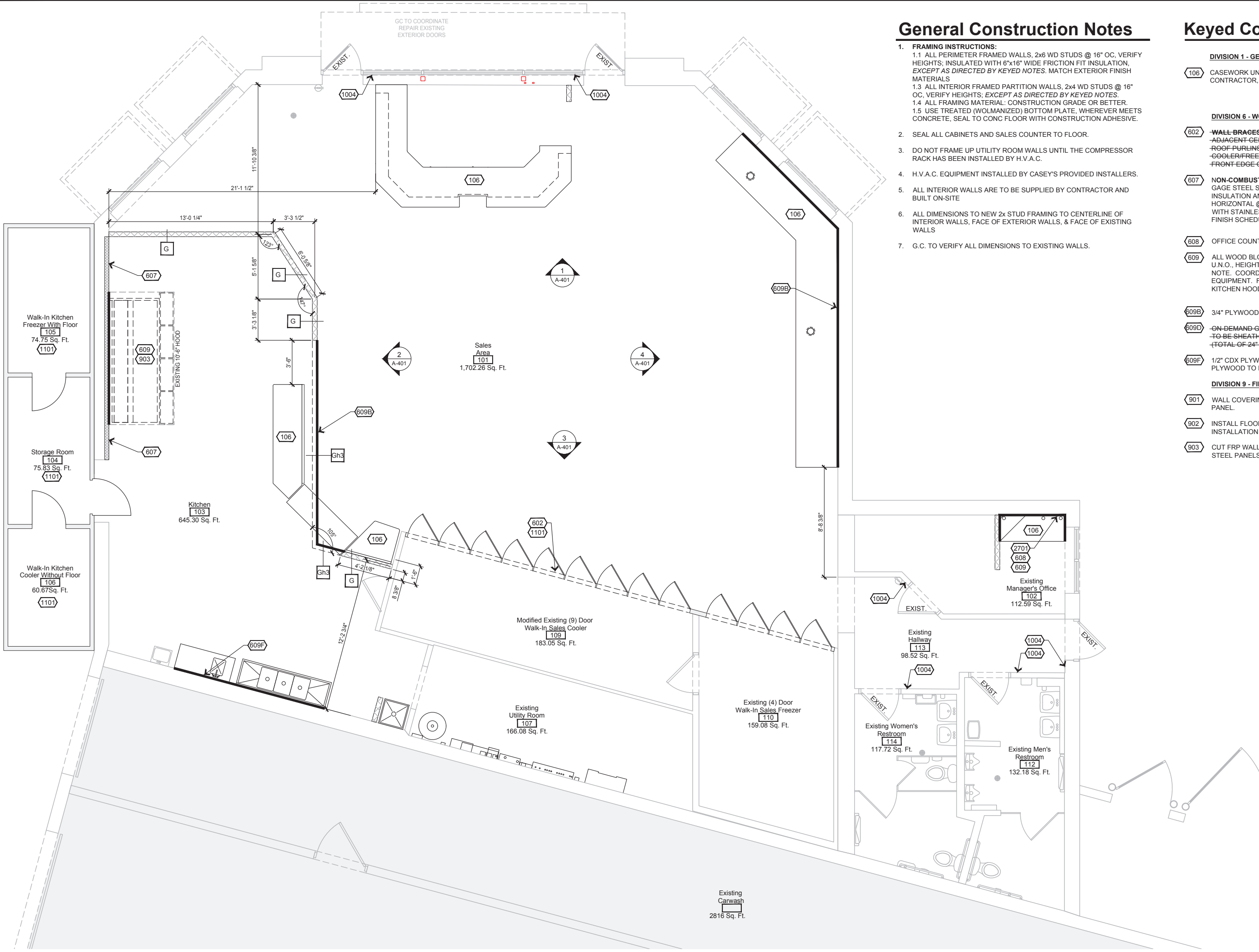
Casey's

CASEY'S CONSTRUCTION DIVISION
One Convenience Blvd., P.O. Box 3001, Ankeny, Ia. 50021 515-965-6100

PROJECT: Waconia, MN #4271 1301 Oak Ave. Speedway Acquisition/Remodel	REVIEW SET 08.05.22 ISSUED ON:	DRAWING INFORMATION: DEMOLITION PLAN
DRAWING INFORMATION: CONSTRUCTION DIVISION	PUBLISHED: 06.03.22	A-100
DRAWN BY: Derek Wheatley/CKK — CHECKED BY: RDC-RW	PROJECT NUMBER: 22200	



Floor and Backing Plan
1/4" = 1'-0"

General Construction Notes

1. **FRAMING INSTRUCTIONS:**
   1.1 ALL PERIMETER FRAMED WALLS, 2x6 WD STUDS @ 16" OC, VERIFY HEIGHTS; INSULATED WITH 6"x16" WIDE FRICTION FIT INSULATION, *EXCEPT AS DIRECTED BY KEYED NOTES*. MATCH EXTERIOR FINISH MATERIALS
   1.3 ALL INTERIOR FRAMED PARTITION WALLS, 2x4 WD STUDS @ 16" OC, VERIFY HEIGHTS; *EXCEPT AS DIRECTED BY KEYED NOTES*.
   1.4 ALL FRAMING MATERIAL: CONSTRUCTION GRADE OR BETTER.
   1.5 USE TREATED (WOLMANIZED) BOTTOM PLATE, WHEREVER MEETS CONCRETE, SEAL TO CONC FLOOR WITH CONSTRUCTION ADHESIVE.
2. SEAL ALL CABINETS AND SALES COUNTER TO FLOOR.
3. DO NOT FRAME UP UTILITY ROOM WALLS UNTIL THE COMPRESSOR RACK HAS BEEN INSTALLED BY H.V.A.C.
4. H.V.A.C. EQUIPMENT INSTALLED BY CASEY'S PROVIDED INSTALLERS.
5. ALL INTERIOR WALLS ARE TO BE SUPPLIED BY CONTRACTOR AND BUILT ON-SITE
6. ALL DIMENSIONS TO NEW 2x STUD FRAMING TO CENTERLINE OF INTERIOR WALLS, FACE OF EXTERIOR WALLS, & FACE OF EXISTING WALLS
7. G.C. TO VERIFY ALL DIMENSIONS TO EXISTING WALLS.

Keyed Construction Notes

DIVISION 1 - GENERAL INFORMATION

106 CASEWORK UNITS: SUPPLIED BY CASEY'S, INSTALLED BY CONTRACTOR, & SEALED TO FLOOR.

DIVISION 6 - WOOD, PLASTICS, COMPOSITES

602 ~~**WALL BRACES ON COOLER/FREEZER:** EXTEND ABOVE ADJACENT CEILING; ADD SUPPORT AS NEEDED, BRACE TO ROOF PURLINS AND GLUE TO ROOF PURLINS AND COOLER/FREEZER BOX INSTALL KNEE WALL FLUSH WITH FRONT EDGE OF COOLER/FREEZER BOX.~~

607 **NON-COMBUSTIBLE WALL:** WITHIN LIMITS INDICATED, 3 5/8" 18 GAGE STEEL STUDS @ 16" O.C.; INSTALL 16" FRICTION FIT INSULATION AND SUPPORT WITH 1/2" METAL BANDING HORIZONTAL @ 12" O.C. ON INTERIOR SIDE OF WALL; FINISH WITH STAINLESS STEEL PANELS. OVER GWB SEE SHEET A-601 FINISH SCHEDULE FOR WALL FINISH MATERIAL

608 OFFICE COUNTER AND WALL SHELF TO BE CHERRY.

609 ALL WOOD BLOCKING TO BE 2 x 6 INSTALLED HORIZONTALLY U.N.O., HEIGHT FROM FINISH FLOOR INDICATED NEXT TO NOTE. COORDINATE INSTALLATION OF BLOCKING WITH EQUIPMENT. FIRE RESISTANT BLOCKING TO BE USED IN KITCHEN HOOD AREA.

609B 3/4" PLYWOOD BACKING FOR MONITORS

609D ~~ON-DEMAND GAS WATER HEATER BACKING. STUD CAVITIES TO BE SHEATHER WITH RECESSED BRACING & 1/2" PLYWOOD. (TOTAL OF 24" OUT FROM CORNER)~~

609F 1/2" CDX PLYWOOD BACKING ENTIRE LENGTH OF WALL. PLYWOOD TO RUN FROM F.F. TO CEILING HEIGHT

DIVISION 9 - FINISHES

901 WALL COVERING TO BE INSTALLED PRIOR TO ELECTRICAL PANEL.

902 INSTALL FLOOR BASE IN UTILITY ROOF PRIOR TO INSTALLATION OF HVAC EQUIPMENT

903 CUT FRP WALL COVERINGS TO FIT TIGHT TO STAINLESS STEEL PANELS AT KITCHEN EXHAUST HOOD.

DIVISION 10 - SPECIALTIES

1001 ~~**RECESSED PAPER TOWEL DISPENSER AND TRASH RECEPTACLE**: ROUGH OPENING 16" W. x 54-3/4" H. x 4" D., SET 6-1/2" A.F.F.~~

1003 ~~**DOUBLE 9" TOILET PAPER HOLDER:** PROVIDE BLOCKING AS REQ'D~~ [NO WORK AT EXISTING RESTROOM]

1004 ADA COMPLIANT SIGNAGE. 60" CNTR. A.F.F. & 3" OFF LATCH SIDE OF DOOR

1005 ~~**BABY CHANGING STATION:** HORIZONTAL WALL-MOUNTED. MOUNT ACCORDING TO MANUFACTURER'S SPECIFICATIONS. PROVIDE SUPPORT BLOCKING IN WALL @ 3'-0" & 3'-9".~~ [NO WORK AT EXISTING RESTROOM]

1008 ~~**ELECTRIC HAND DRYER:** EXCEL XLERATOR, SUPPLIED BY OWNER, INSTALLED BY CONTRACTOR. SEE E-101 FOR ELECTRIC. MOUNT BOTTOM OF DRYER 40" A.F.F.~~ [NO WORK AT EXISTING RESTROOMS]

1009 **DIGITAL MENU BOARDS: 48"** MONITORS. 3 ABOVE THE DELI CASE, 3 ABOVE THE FOUNTAIN POP, 6 TOTAL. SEE E-101 FOR OUTLET LOCATION

1010 **SECURITY MONITOR**: 22" MONITOR, SEE E-101 FOR OUTLET ~~LOCATION~~

1011 ~~**ADA COMPLIANT GRAB BARS:** BOTTOM OF VERTICAL BAR TO BE MOUNTED 39-41" A.F.F. HORIZONTAL BARS TO BE MOUNTED 33-36" A.F.F. PROVIDE 2x6 BLOCKING AS REQ'D FOR HORIZONTAL AND VERTICAL GRAB BARS. ARCH. TO VERIFY LOCATIONS W/ LOCAL CODE~~ [NO WORK AT EXISTING RESTROOM]]

DIVISION 11 - EQUIPMENT

1101 **COOLER / FREEZER UNITS**: SUPPLIED AND INSTALLED BY OTHERS, COORDINATE PARTITION AND HEADER CONSTRUCTION WITH COOLER/FREEZER PACKAGE. DOORS INCLUDED. (SET 2" OFF FRAMING WALL) GLASS DOORS AND FRAMES INSTALLED BY GENERAL CONTRACTORS

DIVISION 21 - FIRE SUPPRESSION

2101 EXHAUST HOOD FIRE SYSTEM [EXISTING]

DIVISION 25 - INTEGRATED AUTOMATION

2501 ~~RECESSED VEEDER ROOT TANK MONITOR SYSTEM.~~

DIVISION 27 - COMMUNICATIONS

2701 **PHONE:** INSTALL PHONE JACK IN CASEWORK @ FRONT COUNTER AND IN WALL @ MANAGER'S OFFICE

Key - Wall Types

G 3 1/2" WOOD STUD. RE: A-601, FINISH SCHEDULE FOR WALL FINISH MATERIAL

Gh3 4"x2" WOOD FLOOR TYPE TRUSS BEAM SUPPLIED BY STRUCTURAL COMPONENT SYSTEMS. CONTRACTOR TO SHEET SALES AREA SIDE WITH 3/4" PLYWOOD BEFORE FINISHING. RE: A-601, FINISH SCHEDULE FOR WALL FINISH MATERIAL.VERIFY HEIGHT WITH EXISTING FRAMING.

Key - Door and Wall Legend

PROPOSED WALL SEE KEY WALL TYPES AND GENERAL CONSTRUCTION NOTES FOR WALL MAKEUP

EXIST.

EXISTING DOOR TO REMAIN

102.1

PROPOSED NEW DOOR SEE SHEET A-601 FOR DOOR TYPE

rdc.

11921 Freedom Drive #1110
Reston, Va 20190
t 703.668.0086
rdcollaborative.com

REVIEW SET_08/05/22

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CASEY'S CONSTRUCTION DIVISION
One Convenience Blvd., P.O. Box 3001, Ankeny, Ia. 50021 515-965-6100

PROJECT: Waconia, MN #4271 1301 Oak Ave. Speedway Acquisition/Remodel		REVIEW SET 08.05.22 ISSUED ON:	DRAWING INFORMATION: FLOOR PLAN
DRAWING INFORMATION: CONSTRUCTION DIVISION		PUBLISHED: 06.03.22	A-101
DRAWN BY: Derek Wheatley/CKK	CHECKED BY: RDC-RW	PROJECT NUMBER: 22200	

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022				
Item Name:	Utility Service Agreement - 7810 Laketown Parkway				
Originating Department:	Community Development				
Presented by:	Lane Braaten				
Previous Council Action (if any):					
Item Type (X only one):	Consent	X	Regular Session		Discussion Session

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2022-273 approving the Utility Service Agreement for the Rademacher property located at 7810 Laketown Parkway.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

The City Council, at their regular meeting on August 15th, 2022, approved the preliminary plat titled Sandy Shores. The City Council approved the preliminary plat application via Resolution 2022-229 subject to certain conditions including the applicant resolving the septic drainfield easement concerns associated with 7860 and 7810 Laketown Parkway. In summary, the proposed utility agreement resolves the identified easement issues and allows the property at 7810 Laketown Parkway to connect to City utility services and remain in the township until such time as the property is conveyed or transferred to another party. The property will be required to petition for annexation prior to conveyance/transfer of the property.

City staff have prepared a proposed utility service agreement for the Rademacher property, a copy of which is attached for Council's review and consideration. City staff recommends approval of the utility service agreement language as proposed.

Attachments:

1. 22273res_Approving_the_Rademacher_Utility_Service_Agreement.docx
2. Utility Service Agreement (Draft 10-11-2022).docx

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	***ADVISORY BOARD RECOMMENDATIONS:***	
Budget Information:	Planning Commission	
________ Budgeted	Parks and Recreation Board	
________ Non Budgeted	Safari Island Advisory Board	
________ Amendment Required	Other	

CITY OF WACONIA
RESOLUTION NO. 2022-273

RESOLUTION APPROVING UTILITY SERVICE AGREEMENT FOR PROPERTY OUTSIDE OF CITY LIMITS

WHEREAS, Gary A. Rademacher and Mary F. Rademacher (the "**Property Owners**") hold fee title to the real property located at 7810 Laketown Parkway, Waconia Minnesota 55387 (the "**Property**"); and

WHEREAS, the Property is located in Laketown Township, Minnesota (the **"Township"**) and the Township is unincorporated and does not provide public sanitary sewer or water to the Property; and

WHEREAS, in association with the Sandy Shores residential subdivision, the Property Owners desire to connect the Property to the City's sanitary sewer and water systems (**"Municipal Utilities"**); and

WHEREAS, a proposed Utility Service Agreement has been drafted and is attached to this resolution as Exhibit 1 (the "**Utility Service Agreement**"); and

WHEREAS, the City Council finds it is in the best interests of the City to approve the Utility Service Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Waconia, Minnesota, that:

1. The above recitals, including the findings contained therein, are incorporated into this resolution.

2. The form of the Utility Service Agreement attached as Exhibit 1 and of the proposed documents attached to such document as exhibits are approved in substantially the form attached as Exhibit 1, together with such modifications thereof, deletions therefrom, and additions thereto, as the City Administrator may deem appropriate.

3. The Mayor and City Clerk are hereby authorized to execute, acknowledge, and deliver the Utility Service Agreement and any other documents or instruments necessary or desirable to effectuate the transactions described in the Utility Service Agreement. In the event of the absence or disability of the Mayor or the City Clerk, such officers of the City as, in the opinion of the City Attorney may act on their behalf shall, without further act or authorization of the City Council, do all things and execute all instruments and documents required to be done or executed by such absent or disabled officers. The execution of any document or instrument by the appropriate officer or officers of the City authorized herein shall be conclusive evidence of the approval of such document or instrument in accordance with the terms of this resolution.

Passed and adopted by the City Council of the City of Waconia this 17th day of October, 2022.

____
Kent Bloudek, Mayor

Attest: ____________________________
Jacqueline Schulze, City Clerk

EXHIBIT 1
Utility Service Agreement

UTILITY SERVICE AGREEMENT
FOR
PROPERTY OUTSIDE OF CITY LIMITS

This agreement is dated October ___ 2022 (the "Effective Date") and is between the City of Waconia, a Minnesota municipal corporation (the "City") and Gary A. Rademacher and Mary F. Rademacher, individuals married to each other (collectively, the "Property Owner").

RECITALS

A. The Property owner holds fee title to the real property located at 7810 Laketown Parkway, Waconia, Minnesota 55387, which is legally described on attached Exhibit A (the "Property").

B. The Property is located in Laketown Township, Minnesota (the "Township"). The Township is unincorporated and does not provide public sanitary sewer or water to the Property.

C. The Property lies immediately north of land that was recently annexed into the corporate limits of the City. The owner of such land intends to plat it as SANDY SHORES, Carver County, Minnesota ("Sandy Shores"). When public utilities are installed for the Sandy Shores subdivision, if ever, the Property Owner desires to connect the Property to the City's sanitary sewer and water systems ("Municipal Utilities").

D. Pursuant to Minn. Stat. §412.321, Subd. 3, the City may extend its Municipal Utilities outside of its limits without the township's consent.

E. The City is willing to extend its Municipal Utilities to the Property, subject to the terms and conditions set forth in this agreement.

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth below, the City and the Property Owner agree as follows:

TERMS

1. General. The above recitals are a material part of this agreement and are incorporated by reference as agreements of the parties.

2. Municipal Utilities.

1.1 General. The Property Owner may connect the Property to the City's Municipal Utilities at the sole expense of the Property Owner and subject to the requirements of this agreement (the "Connection to Municipal Utilities"). Within 90 days after the Connection to Municipal Utilities occurs, if ever, the Property Owner shall also abandon the existing septic system(s) and seal the well(s) on the Property (the "Septic/Well Retirement").

1.2 Permits and Construction Standards. Prior to making the Connection to Municipal Utilities and completing the Septic/Well Retirement, the Property Owner shall obtain, at its expense, all permits required by the City, Carver County, and other governmental agencies with jurisdiction. All construction and installation work associated with the Connection to Municipal Utilities shall meet the specifications of the City and Metropolitan Council Environmental Services. All removal and sealing work associated with the Septic/Well Retirement shall meet Carver County and State of Minnesota specifications.

1.3 Connection Charges/Refund if Connection Not Timely Completed. On or before the Effective Date, the Property Owner shall pay the City the fees and charges listed on attached Exhibit B (the "Connection Charges"). Such payment shall satisfy the amount due for the Connection Charges even if a price increase occurs before the Connection to Municipal Utilities is completed. Notwithstanding the preceding sentence, if a Connection to Municipal Utilities has not occurred by October 31, 2025, the City shall refund the Connection Charges, without interest, by issuing a City check to "Gary A. Rademacher and Mary F. Rademacher" and the fees and charges payable to connect to Municipal Utilities after such date shall be at then current rates.

1.4 Ongoing Consumption/Use Fees; Billing. Once the Connection to Municipal Utilities is made, if ever, the City will bill the Property Owner for Municipal Utilities provided to the Property at the same rates it charges other similar residential users within the City. Such rates are subject to change, at the City Council's discretion. The Property Owner shall timely pay each bill pursuant to the Waconia City Code and policies then in effect.

1.5 Disconnection. Subject to Minnesota law, the City may disconnect the Property from the Municipal Utilities if: i) the Property Owner fails to timely pay any permit fee, usage fee, penalty, or other charge associated with the Municipal Utilities; or ii) an emergency occurs that, in the City's judgment, requires disconnection.

3. Annexation.

3.1 Requirement to Annex Prior to Transfer. As partial consideration for the obligations undertaken by the City in this agreement, the Property Owner agrees to petition the City to annex the Property prior to conveying the Property's fee title to anyone other than Gary A. Rademacher or Mary F. Rademacher. This requirement applies to all transfers, whether voluntary or involuntary, and includes transfers to revocable trusts.

3.2 Annexation Costs. The Property Owner shall pay all costs associated with annexing the Property to the City including: application fees, surveying costs, tax reimbursements to the Township, Township annexation fees, recording fees, and other costs and expenses associated with the annexation (collectively, the "Annexation Costs"). If fee title to the Property is transferred before annexation, both the Property Owner and the transferee shall be jointly and severally liable for the Annexation Costs. Further, if the Property Owner/transferee fails to promptly pay the Annexation Costs, the City may advance the funds required to pay such costs and then seek reimbursement. All amounts invoiced to the Owner/transferee shall be due and payable 10 days after the invoice date. If any invoice is not paid on or before the date due, the City may certify the unpaid costs and associated interest to the Carver County Auditor for collection with property taxes. The Property Owner/transferee hereby waive: i) all rights to notice and to a hearing prior to certification; and ii) all rights to contest or file an appeal of the charges, or certification thereof, in a court of law.

4. Breach. If the Property Owner breaches its obligations under this agreement, the City may both seek specific performance of this agreement and pursue any other remedy at law or in equity. Further, if the Property Owner fails to annex the Property prior to transferring fee title, the City may also elect to do one or more of the following: i) deem the transfer a petition to annex the Property into the City pursuant to the Orderly Annexation Agreement between the City and the Township and recover the costs of annexation described in Section 3.2 above; and ii) disconnect the property from Municipal Utilities until annexation occurs.

5. Term of Agreement. This agreement shall commence on the Effective Date and expire on the day the Property is annexed into the City. Upon annexation, Municipal Utilities provided to the Property shall be governed by the Waconia City Code and applicable law. Notwithstanding anything to the contrary herein, the provisions found in Sections 3.2, 4 and Section 6 of this agreement shall survive such termination.

6. Miscellaneous.

6.1 Notification. Any notice to the parties herein shall be deemed given if personally delivered or sent by certified mail to the parties address below:

If to the City:
City of Waconia
201 South Vine Street
Waconia, MN 55387

Attn: Shane Fineran, City Administrator

If to the Property Owner, or Property Owner's successors or assigns:
Gary R Rademacher
7810 Laketown Parkway
Waconia, Minnesota 55387

6.2 Warranty of Authority. The Property Owner warrants and guarantees it has the authority to enter into this agreement and to make it a covenant on the Property binding all current and future owners. The Property Owner further warrants and guarantees there are no mortgages or other instruments containing a right of foreclosure recorded against the Property.

6.3 Runs with the Property. The terms and conditions of this agreement shall be binding on the parties to this agreement and their respective successors and assigns. The benefits and burdens of this agreement run with the Property. Notwithstanding the foregoing, no conveyance of the Property or any part thereof shall relieve the Property Owner of its liability for full performance of this agreement.

6.4 Recording. The City shall record this agreement against the Property at the Property Owner's expense.

6.5 Construction of Agreement. This agreement, including the attached exhibits, constitutes the entire agreement between the parties regarding and supersedes other written or oral agreements between the parties regarding the terms and obligations contained in this agreement. In this agreement, the word "including" means including without limitation. Each representation, warranty, and covenant contained in this agreement has independent significance. The captions used in this agreement are for convenience only and do not constitute terms of the agreement. Whenever required by the context of the agreement, the singular shall include the plural, and vice versa, and the masculine shall include the feminine and neutral genders, and vice versa. If one or more of the provisions contained in this agreement are found to be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions, and any application thereof, shall not be affected or impaired.

6.6 Non-Waiver/Modification. Any action or inaction of the City or the Property Owner shall not constitute a waiver or amendment of the provisions of this agreement, unless set forth in writing and executed by the City and the Property Owner. Failure to enforce any provision or obligation of this agreement at any time shall not constitute a waiver the right to enforce such provision at a later time.

6.7 Attorneys' Fees. If either party brings a suit or action to enforce the terms of this agreement, the non-prevailing party shall pay the prevailing party's reasonable attorneys' fees and legal costs.

6.8 Governing Law. This agreement shall be governed, construed, and enforced in accordance with the laws of Minnesota, exclusive of choice of law rules.

6.9 Time is of the Essence. Time is of the essence in the performance of the terms and obligations of this agreement.

6.10 Counterparts. This agreement may be executed in several counterparts, each of which is an original and all of which constitute but one and the same instrument.

[Signature pages follow.]

SIGNATURE PAGE TO UTILITY SERVICE AGREEMENT FOR PROPERTY OUTSIDE OF CITY LIMITS

CITY OF WACONIA

By: ___________________________________
Kent Bloudek, Mayor

By: ___________________________________
Jacqueline Schulze, City Clerk

STATE OF MINNESOTA)
)
COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this ____ day of ____________, 2022, by Kent Bloudek and Jacqueline Schulze, the Mayor and City Clerk, respectively, of the City of Waconia, a Minnesota municipal corporation under the laws of the State of Minnesota, on behalf of the municipal corporation.

____
Notary Public

SIGNATURE PAGE TO UTILITY SERVICE AGREEMENT FOR PROPERTY OUTSIDE OF CITY LIMITS

By: ___________________________________
Gary A. Rademacher

By: ___________________________________
Mary F. Rademacher

STATE OF MINNESOTA)
)
COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this ____ day of ____________, 2022, by Gary A. Rademacher and Mary F. Rademacher, individuals married to each other.

https://mhslaw.sharepoint.com/sites/1/41908/draftdocs/public works/utilities outside of city/rademacher property/utility service agreement (draft 10-04-2022).docx

EXHIBIT A

Legal Description of Property

That part of Lot 1, Block 1; Outlot B; and vacated County State Aid Highway No. 30, all in ISLAND VIEW ADDITION described as part of Parcels Numbered 21 and 26 and 30 and 34 of Carver County Parcel Map No. 1 in Government Lot No. 1, Section 18, Township 116, Range 24, Carver County, Minnesota, described as follows: Beginning at the northeast corner of said Parcel Number 34; thence on an assumed bearing of South 22 degrees 15 minutes 12 seconds East along the easterly line of Parcels Numbered 34 and 26 a distance of 216.52 feet; thence North 87 degrees 57 minutes 42 seconds West 181.23 feet; thence North 60 degrees 01 minutes 43 seconds West 85.76 feet; thence North 83 degrees 41 minutes 37 seconds West 222.50 feet, more or less, to the shoreline of Lake Waconia; thence northeasterly along said shoreline to the intersection with the North line of said Government Lot No. 1, said line also being the North line of said Parcels Numbered 21 and 30 and 34; thence South 87 degrees 57 minutes 42 seconds East along said North line 325 feet, more or less, to the point of beginning, and is subject to any and all easements of record.

EXHIBIT B

Water and Sewer Connection Charges

Description	Amount
SAC – Residential	$2,485.00
Sewer – Trunk Fee	$3,000.00
Sewer Hook-up	$110.00
Sewer Permit	$125.00
Site Inspection Public Services	$100.00
Water – Trunk Fee	$5,000.00
Water Hook-up	$150.00
Water Permit	$75.00

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022				
Item Name:	Authorize City Staff to Obtain Project Plans and Specifications for 2023 Project - Safari Island Community Center Lap & Recreation Pool Filter Projects				
Originating Department:	Finance				
Presented by:	Nicole Meyer				
Previous Council Action (if any):					

Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2022-274; Authorizing City Staff to Obtain Project Plans and Specifications for Safari Island Community Center Lap & Recreation Pool Filter Projects

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

City and Rink Management staff would like to start working to put together project plans and specifications for a 2023 project that is currently budgeted at the Safari Island Community Center facility. Currently, the replacement of both the lap and recreation pool filters are budgeted for in 2023. The current filters at the facility are the original filters and have been maintained at the facility well past their useful life.

Rink Management staff has been working with a few parties to obtain an estimate of pricing for budgeting purposes. In doing this, they found that there is a minimum of a 21 week lead time for this type of work and costs are continuing to increase. They would like to get a project scope fully developed and pinpoint what they can expect for pricing and scheduling to align with facility shut down in the summer of 2023. The lap pool project is estimated to cost about $341,000 at this time. The City will work with the school district as the lap pool is a shared asset per the shared use agreement. The recreation pool project is estimated to cost $231,000 and would be paid for 100% by the City.

Once project plans and specifications are received, the City Council will need to formally approve them before the project can be bid by qualified contractors.

Attachments:

1. 22274res_-_Safari_Island_Community_Center_Pool_Filter_Project.doc

FINANCIAL IMPLICATIONS:
Funding Sources & Uses:
PIR Capital Project Fund

Budget Information:
X Budgeted
Non Budgeted
Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission	
Parks and Recreation Board	
Safari Island Advisory Board	
Other	

CITY OF WACONIA
RESOLUTION NO. 2022-274

RESOLUTION AUTHORIZING CITY STAFF TO OBTAIN PROJECT PLANS & SPECIFICATIONS FOR THE SAFARI ISLAND COMMUNITY CENTER LAP & RECREATION POOL FILTER PROJECTS

WHEREAS, City staff have included in the 2023 Capital Improvement Plan a project at the Safari Island Community Center for replacement of the lap and recreation pool filters; and

WHEREAS, in working with vendors for estimates of pricing for budgeting purposes, staff has found there is a 21-week lead time and pricing is fluctuating for this type of work; and

WHEREAS, City staff plan to have project plans and a request for proposal prepared for this project so it can be competitively bid per the State of Minnesota bidding laws; and

WHEREAS, project plans and specifications will be presented to the City Council at a future meeting for final approval before work starts on the project.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Waconia hereby authorizes City staff to obtain project plans and specifications for the Safari Island Community Center Lap and Recreation Pool Filter projects.

Adopted by the City Council of Waconia, Minnesota this 17th day of October, 2022.

____
Kent Bloudek, Mayor

ATTEST: ____________________________________
Jackie Schulze, Assistant City Administrator

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022					
Item Name:	Approving a 10-Year Commitment for the LOGIS ERP and Utility Billing Software Applications					
Originating Department:	Finance					
Presented by:	Nicole Meyer					
Previous Council Action (if any):						
Item Type (X only one):	Consent	X	Regular Session		Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Approve Resolution 2022-275; Approving a 10-Year Commitment for the LOGIS ERP and Utility Billing Software Applications

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

The City started working with LOGIS in 2020 to convert the City's financial software package (finance, payroll, and human resources) along with permitting software. These systems were fully converted as of July 1, 2021. Staff worked on implementation and training of the software in the early part of 2021. Prior to this, the City had Microsoft Dynamics GP in place for these City services since 2007. In 2021, a large upgrade was required to the Microsoft suite to continue to receive regular updates and payroll tax tables. The City Council and staff at the time decided to move away from GP due to several issues with the software and customer support that was being provided.

Today, the City is continuing to use Microsoft Dynamics GP for utility billing processing only. The costs to move to the utility billing software in 2020 to LOGIS were not feasible. At that time, LOGIS advised that they would be pursing a new utility billing vendor and would let us know what the estimated costs would be to convert into the new system.

LOGIS has since completed their search for new ERP (finance, payroll, and human resources) and utility billing software vendors. Staff has received a proposal from them for estimated project costs. None of these costs will be incurred by the City immediately. The earliest the City will need to pay costs associated with the upgrade to their software is 2024. The City could choose to implement these new software programs as early as 2024 or as late as 2027. The City currently has some software implementation costs budgeted for 2024 in the Capital Improvement Plan. Staff and the City Council can review a plan for conversion as the budget and staff time allow in this timeframe.

To solidify costs and move forward with the proposals provided by vendors, LOGIS is requesting that City's consider a 10 year commitment to the LOGIS ERP and Utility Billing Software Applications. Although 10 years can seem like a long time, it really is not when you consider it will take 3-4 years to get all members converted to the new software. Along with this, if a new system is needed with LOGIS after conversion, it would take another 2-3 years at the end of the term to seek out and approve contracts with a new vendor. All in all, for all parties it is a large financial investment that will need to be amortized over a minimum of a 10 year period.

LOGIS has been a great partner in the last few years in assisting the City with process improvement and standardizing processes that are shared with many other cities in Minnesota. Staff have been able to attend user groups and training sessions right in the metro area and get support requests responded too in a timely manner. In review of other software options for finance, payroll, human resources, and utility billing, moving forward with LOGIS with this commitment appears to be the most positive financial impact to the City.

Attachments:

1. 22275Res_-_Approve_LOGIS_ERP_Commitment.doc

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	***ADVISORY BOARD RECOMMENDATIONS:***	
Budget Information:	Planning Commission	
___X___ Budgeted	Parks and Recreation Board	
________ Non Budgeted	Safari Island Advisory Board	
________ Amendment Required	Other	

CITY OF WACONIA
RESOLUTION NO. 2022-275

RESOLUTION APPROVING A 10-YEAR COMMITMENT FOR THE LOGIS ERP AND UTILITY BILLING SOFTWARE APPLICATIONS

WHEREAS, the City of Waconia (the "City") is a member of the Local Government Information Systems (LOGIS) association; and

WHEREAS, the City desires to remain in the LOGIS-supported ERP and add utility billing software application systems; and

WHEREAS, LOGIS has negotiated new long-term contracts with Oracle Corporation and Spypoint Solutions, Inc. to serve the ERP and utility billing needs of its membership; and

WHEREAS, in recognition of the substantial investment and operational impact of implementing a new software system, the City acknowledges the benefits of ensuring long-term financial and operational certainty; and

WHEREAS, each member participant is asked to adopt a 10-year commitment to secure its ERP and utility billing software pricing and support through LOGIS.

NOW, THEREFORE, BE IT RESOLVED, by the City of Waconia, that this resolution affirms our long-term commitment to the LOGIS ERP and utility billing software applications and associated software support effective January 1, 2023 through December 31, 2032.

Adopted by the City Council of Waconia, Minnesota this 17th day of October, 2022.

____
Kent Bloudek, Mayor

ATTEST: ____________________________________
Jackie Schulze, City Clerk

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022
Item Name:	Ordering Improvement & Preparation of Plans
Originating Department:	Public Services
Presented by:	Craig Eldred
Previous Council Action (if any):	September 19, 2022; Reserved Public Hearing on Proposed Downtown Reconstruction, Phase I; Capital Project 128

Item Type (X only one):	Consent		Regular Session	X	Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2022-276; Ordering Improvements & Preparation of Plans for Downtown Reconstruction, Phase I; Capital Project 128

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

As Council Members are aware there have been numerous discussions regarding reconstruction streets and utilities of the downtown area. A task force worked many months to provide input and intended goals and vision for the downtown that is expressed in the Downtown Master Plan. Most recently, open houses and online engage was held to review layouts consistent with the master plan for the downtown and Council directed the layout from input from the public and businesses. On September 19th, 2022 staff requested the ability to hold a Public Hearing for this evenings City Council Meeting. Most recently staff mailed individual letters to parcel owner's, parcel tenant's and businesses to complete parcel and structural surveys.

The proposed reconstruction and planned improvement areas are listed below.

- Main Street W. from Maple Street S. to approximately 100 Feet east of Olive Street S.
- Olive Street S. form Main Street W to First Street W
- Storm Water reuse treatment & storage located in the alley north of Main Street W & west of Olive Street N.

Notices of the Public Hearing were mailed in advance to those residents, property and businesses affected by the planned improvements. Attached Council will find a copy of the presentation provided by City Engineer, Jake Saulsbury. Jake will provide information and input based upon the presentation.

We would ask that public comment be taken in the form of a Public Hearing regarding the information provided. Staff and Mr. Saulsbury will be available to answer questions in a format chosen by Council.

After the Public Hearing staff are recommending approval of the City Resolution requesting Ordering the Improvement & Preparation of Plans for the 2023 Downtown Reconstruction, Phase I project.

Attachments:

1. 22276Res_No_3_Order_Improvements.docx
2. 2022-10-17 Downtown Improvement Hearing.pdf

FINANCIAL IMPLICATIONS: Funding Sources & Uses: Bonds	***ADVISORY BOARD RECOMMENDATIONS:***
Budget Information: X Budgeted	Planning Commission | Parks and Recreation Board |

________Non Budgeted	Safari Island Advisory Board	
________Amendment Required	Other	

CITY OF WACONIA
RESOLUTION NO. 2022-276
RESOLUTION ORDERING IMPROVEMENTS & PREPARATION OF PLANS

WHEREAS, a resolution of the City Council adopted September 19, 2022, fixed a date for a Public Hearing on the proposed Downtown Reconstruction, Phase 1 Project, a project consisting of street, drainage and utility improvements to the following:

- Main Street W from Maple Street S to approximately 100 feet east of Olive Street S
- Olive Street S from Main Street W to First Street W
- Stormwater reuse treatment and storage located in the alley north of Main Street W & west of Olive Street N

WHEREAS, ten days' mailed notice and two weeks' published notice of the Public Hearing was given, and the hearing was held thereon on the 17th day of October, 2022, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Waconia, Minnesota,

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Study.

2. Such improvement is hereby ordered as proposed in the City Council Resolution adopted on the 17th day of October, 2022.

3. Pursuant to Minn. Stat SS462.356, the City Council finds such improvement has no relationship to the City's comprehensive municipal plan.

4. The engineer, Bolton & Menk, Inc., shall prepare plans and specifications for the making of such improvements.

5. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds.

Adopted by the City Council of the City of Waconia this 17th day of October, 2022.

____
Kent Bloudek, Mayor

Attest: ____________________
Jacqueline Schulze, City Clerk

BOLTON & MENK
Real People. Real Solutions.

City of Waconia
Downtown Reconstruction, Phase 1 Project
Improvement Hearing

WACONIA

October 17, 2022

1

Presentation Format

- General Project Timeline & Key Issues
- Project Scope & Cost Information
- Project Financing & Funding
- City Assessment Policy & Assessment Area Map
- Project Cost Summary & Next Steps
- Questions / Comments / Discussion

2

2

General Project Timeline

- To Date the Following Items Have Been Completed:
  - City Council Authorized the Preliminary Project Items
  - Completed Soil Borings & Topographic Survey Work
  - Held Open Houses & Identified the Project Scope
  - Completed Feasibility Study, Approved Feasibility Study, & Called for Public Hearing
- Items Remaining in Process:
  - Conduct Public Hearing (Tonight)
  - Authorize Final Design & Order Improvements (Possibly Tonight)
  - Conduct Property Inspections
  - Complete Assessment Benefit Evaluation
  - Hold a Public Open House
  - Receive Plans and Specs / Authorize Advertising for Bids
  - Open Bids and Award Contract
  - Obtain Project Financing
  - Construct Project
  - Hold a Final Assessment Public Hearing
  - Close Out Project

3

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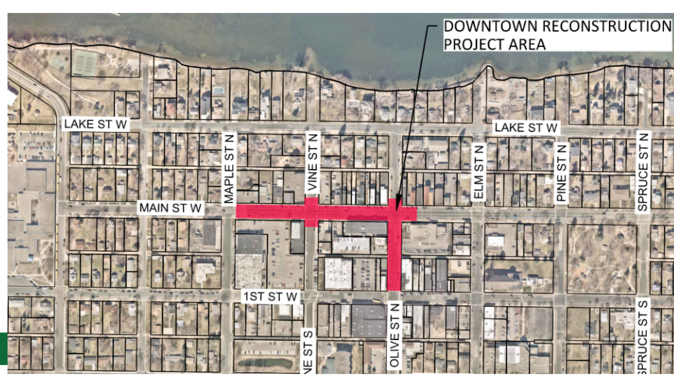
Key Issues

- Transportation Facilities
  - Pavement in Poor Condition
- Pedestrian Facilities
  - Sidewalks in Poor Condition
  - Narrow Sidewalks Along Businesses
  - Non-compliant ADA Pedestrian Ramps & Sidewalk Segments
- Drainage Facilities
  - Inadequate Pipe Sizing
  - Maintenance Issues
  - Lack of Stormwater Treatment
- Municipal Utility Facilities
  - Undersized Watermain & Lead Services
  - Sewer MH's & Pipe in Poor Condition



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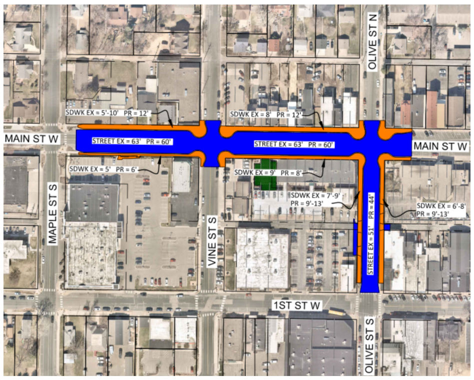
Proposed Street Improvements



PROPOSED STREET RECONSTRUCTION

- Complete Street Reconstruction w/ Truck Route Street Sections
- Curb and Gutter Replacements
- Main Street Narrowed from Approx. 63 feet to 60 feet
- Olive Street Narrowed from Approx. 51 feet to 44 feet
- Creation of Bumpouts at Intersections
- Angled Parking on North Side of Main Street
- Parallel Parking on South Side of Main Street & Both Sides of Olive Street
- Total Estimated Project Cost = $2,644,000 (w/Storm Sewer)

5

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Proposed Storm Sewer Improvements

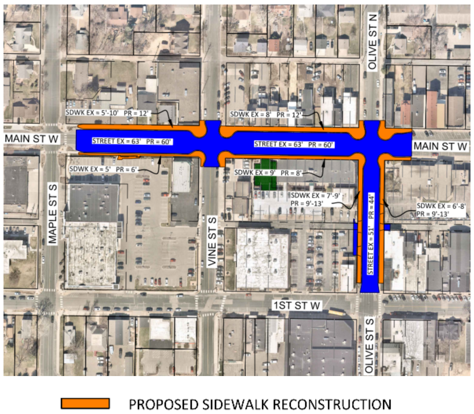
EXISTING STORM SEWER
CONSTRUCT STORM SEWER
CONSTRUCT MANHOLE
CONSTRUCT CATCH BASIN

- Reconstruction of Storm Sewer Catch Basins
- Rerouting and Extension of Storm Sewer to Drain Towards Reuse System via Olive Street
- Rain Gardens and Pervious Pavers for Stormwater Treatment Requirements
- Addition of Draintile Behind Curb
- Total Estimated Project Cost = $2,644,000 (w/ Street Costs)

6

6

Proposed Sidewalk Improvements



- Reconstruct All Existing Concrete Sidewalks
- Widen Sidewalks on North Side of Main Street & on Both Sides of Olive Street
- Minimum 6-foot Width & Meeting ADA Requirements for All Sidewalks
- Total Estimated Sidewalk Project Cost = 460,000

7

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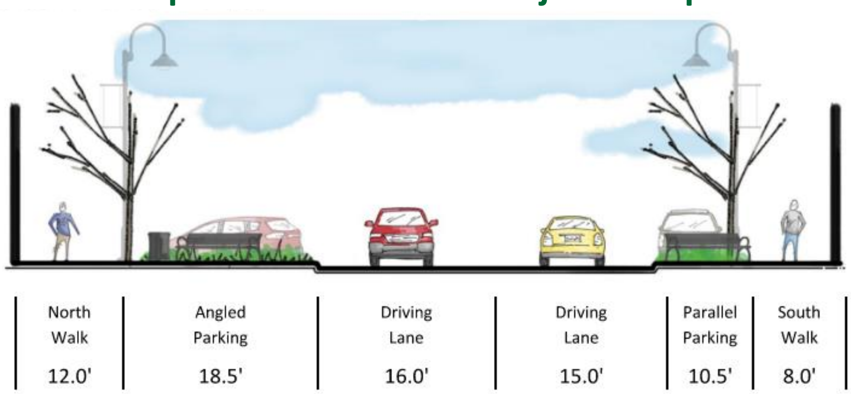
Proposed Main Street Project Footprint



- Total Right-of-Way Width of 80’ to Remain
- Total Roadway Width = 60’ (Approx. 3’ Less Than Existing)
- Total Sidewalk Width = 20’ (Approx. 3.5’ More Than Existing on North Side & Approx. 0.5’ Less Than on South Side)

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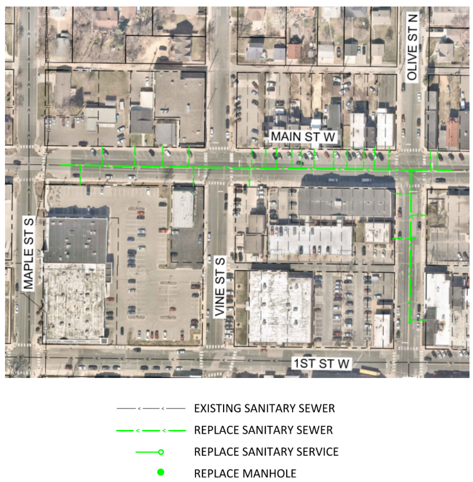
Proposed Sanitary Sewer Improvements



- Replace All Existing 8-Inch Sanitary Sewer
- Replace Sanitary Sewer Manholes
- Replace Sanitary Services into the Buildings
- Provide Stubs to Parking Lots & Vacant Lots for Future Development
- Soil Corrections to Properly Support the Pipe are Anticipated to be needed
- Total Estimated Sanitary Sewer Project Cost = $508,000

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Proposed Watermain Improvements

- Replace 6-Inch Watermain with 8-Inch Watermain
- Replace all Hydrants, Gate Valves
- Replace Water Services into the Buildings
- Provide Stubs for Future Development & for Possible Future Redevelopment
- Cathodic Protection Items to be Added
- Total Estimated Project Water System Project Cost = $984,000

10

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Proposed Reuse System Improvements

- Extension & Reroute of Storm Sewer Piping
- Underground Storage
- Treatment Building Near Storage Location
- Distribution System and Piping for Reuse Irrigation Utilizing Stormwater
- Future Expansion to the East
- Total Estimated Project Cost = $1,191,000

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11

Project Financing & Funding

- Project Financing Through the Sale of a Combined Bond
- Bond Apportionment of Project Costs TBD After Further Evaluation by the City's Finance Director and the City's Financial Consultant, but Shall Generally Be as Follows:
  - MN Statute Chapter 429 General Obligation Bond for Street & Utility Items
  - MN Statute Chapter 115 Sanitary Sewer Revenue Bond for Sanitary Sewer Items
  - MN Statute Chapter 444 Water & Storm Water Revenue Bond for Water System and Drainage Items
  - PIR Capital Improvement Fund for Sidewalk & Misc. Items
- Proposed Project Funding Sources
  - Special Assessments
  - Sewer Fund
  - Water Fund
  - Stormwater Fund
  - PIR Capital Improvement Fund
  - CCWMO Grant Funds & Other TBD Stormwater Grant Funds

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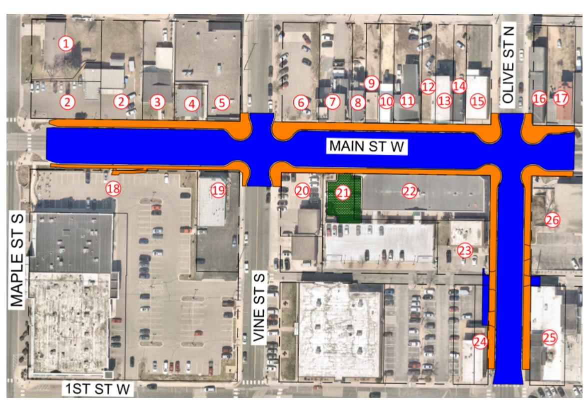
Assessment Policy Review

- The City's Assessment Policy Provides a Uniform and Equitable Policy for All Property Owners
- Assessments for the Project were Calculated Per City Policy:
  - 50% of Project Costs Assessed for Standard Residential Street and Storm Sewer Improvements on a Front Footage Basis
  - 50% of Sanitary Sewer and Watermain Assessed on a Unit Basis
  - Extra Depth/Width of Streets Not Assessed
  - Sidewalk Reconstruction Not Assessed
  - Soil Corrections & Utility Stubs/Services for Future Development Not Assessed
  - Reuse System & Stormwater Treatment Items Not Assessed

Assessment Area Map

- 26 Properties Located in the Project Area
- 26 Properties Proposed to be Assessed (Two City Owned Properties)
- Estimated Street/Storm Sewer Reconstruction Cost Per Front Foot = $298.39
- Estimated Sanitary Sewer Cost Per Unit = $8,812
- Estimated Watermain Cost Per Unit = $10,862
- 3 Properties Contain More Than One Sewer & Water Unit (#7, #13, & #26)
- Assessments May Be Reduced as Part of the Assessment Benefit Evaluation Process



Project Cost Summary

- Total Estimated Project Cost = $5,784,454
- Total Estimated Assessed Amount (Per Policy) = $860,242
- Total Assessments To Be Capped Due to the Assessment Benefit Evaluation Process
- Total Estimated City Cost (Before Assessment Reductions) = $4,924,212
- Bond Rate to be Determined at Time of Sale with a Term of 10 Years
- Final Project Costs & Final Assessments to be Actual Costs Tabulated When the Project is Near Completion

15

15

Next Steps

- Conduct Improvement Hearing (Tonight)
- Order Improvements (Requires 4/5 Vote)
- Complete Assessment Benefit Evaluation Process
- Final Design / Preparation of Plans & Specifications
- Conduct an Open House
- Open Bids & Award Project
- Obtain Project Financing
- Substantially Construct Project
- Conduct Assessment Hearing
- Certify Assessment Roll
- Complete Construction & Close Out Project

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Questions / Comments / Discussion

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REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	October 17, 2022					
Item Name:	Lockridge, Grindal, & Nauen Legislative Services					
Originating Department:	Administration					
Presented by:	Shane Fineran					
Previous Council Action (if any):						
Item Type (X only one):	Consent		Regular Session	X	Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2022-277, Approve Contract for Legislative Services

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

In previous work session the City Council heard from representatives from Lockridge, Grindal, & Nauen about the services they can provide to local governments in monitoring, lobbying, and advocating for the City of Waconia at the state legislature. Targeted for their services will be state transportation funding support for transportation improvements within the community. Efforts will be concentrated on securing state funding through appropriation or additional funding to existing state programs that will support necessary work and improvements to the Highway 5 corridor.

This consultant service is needed in order to reduce the burden on local tax payers for transportation improvements within the community on state and county roadway systems that serve a regional and local benefit. The community has invested heavily over the past years on these transportation corridors and the goal is to increase state support and participation in the financial investment of these systems so that goods, services, and people can move safely and efficiently to and through the community.

The contract is for up to 2 years with a termination provision of written notice of 60 days.

Attachments:

1. 22277res_Legislative_Services_Contract.doc
2. City of Waconia 2023 Contract.pdf
3. Waconia Proposal - LGN (002).pdf

FINANCIAL IMPLICATIONS:
Funding Sources & Uses:
PIR

ADVISORY BOARD RECOMMENDATIONS:

Budget Information:
_________Budgeted
_________Non Budgeted
_________Amendment Required

Planning Commission	
Parks and Recreation Board	
Safari Island Advisory Board	
Other	

CITY OF WACONIA
RESOLUTION NO. 2022-277

RESOLUTION APPROVING LEGISLATIVE SERVICES CONTRACT

WHEREAS, the City of Waconia (the "City") depends on county and state roadways to serve the transportation of goods, people, and services to and through the community; and

WHEREAS, the City has made significant local investment in constructing and expanding these roadways as well has local connection to them ; and

WHEREAS, the City needs state support to continue to enhance these roadways to lessen the burden of local tax payers for the investment in regional transportation corridors; and

WHEREAS, the City has determined that the best way to secure state support is through the services of a legislative services consultant who will advocate, monitor, and lobby on the City's behalf at the state legislature for additional funding support for transportation funding; and

WHEREAS, the City wishes to engage with Lockridge, Grindal, & Nauen for these services.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby approves the contract for services with Lockridge, Grindal, & Nauen and authorizes the City Administrator to execute the contract documents.

Adopted by the City Council of the City of Waconia this 17th day of October 2022.

____
Kent Bloudek, Mayor

Attest: ____________________________
Jackie Schulz, City Clerk

LEGISLATIVE SERVICES AGREEMENT

THIS AGREEMENT, made and entered into by and between **City of Waconia** ("Client") and **LOCKRIDGE GRINDAL NAUEN P.L.L.P.** ("Consultant" or "LGN") (collectively the "Parties").

W I T N E S S E T H

WHEREAS, Client, wishes to purchase the services of Consultant to assist Client in monitoring, reporting, and lobbying related to certain state legislative and administrative matters;

NOW, THEREFORE, in consideration of the mutual undertakings and promises hereinafter set forth, Client and Consultant agree as follows:

1. CONSULTANT SERVICES

Consultant shall provide, in coordination with Client's officers, committees and staff, the services listed in Exhibit A hereto. If additional services, projects or work is agreed upon by both Consultant and Client, fees for such additional services, project or work will be negotiated and mutually agreed upon in writing prior to the performance of additional services, projects or work.

2. TERM AND TERMINATION

2.1 Term. The term of engagement for the services provided shall be **November 1, 2022-October 31, 2024**, subject to termination as provided in Section 2.2.

2.2 Termination. This Agreement may be terminated prior to its expiration only as follows:

2.2.1 Upon the written mutual agreement of the Parties hereto;

2.2.2 By either Party upon sixty (60) days written notice to the other Party.

2.2.3 In the event of termination, fees owed by the Client shall be prorated as of the date of termination.

3. COST OF AND PAYMENT FOR SERVICES

3.1 Fees. In consideration of services performed as specified in Section 1 and Exhibit A of this Agreement, Client shall pay Consultant the professional fees in the amount of **$40,000 payable in twelve (12) equal installments of $3,333.33 per month**, commencing November 1, 2022 and $**40,000 payable in twelve (12) equal installments of $3,333.33 per month**, commencing November 1, 2023.

3.2 Costs. In addition to payment for professional fees, Client shall pay Consultant for all reasonable incidental expenses incurred by Consultant on Client's behalf.

3.3 Payment. Payment for professional fees and expenses shall be made to Consultant upon submission by Consultant to Client of invoices for services rendered and expenses incurred and Client shall pay Consultant by the dates listed above.

4. INDEPENDENT CONTRACTOR

Consultant shall select the means, method, and manner of performing the services herein. Consultant is and shall remain an independent contractor with respect to all services performed under this Agreement.

5. COMPLETE AGREEMENT

The Parties each agree and understand that this Agreement, including all Exhibits hereto, constitutes the entire agreement between the Parties and supersedes any prior or contemporaneous oral understandings or agreements with respect to the subject matter hereof.

6. AMENDMENTS AND WAIVERS

This Agreement may not be amended, altered, enlarged, supplemented, abridged, or modified, nor can any provision hereof be waived, except by a writing executed by both Parties which shall be attached hereto. Failure of any Party to enforce any provision of this Agreement shall not constitute or be construed as a waiver of such provision nor of the right to enforce such provision.

7. NOTICES

All notices, demands, and requests permitted or required to be given under this Agreement shall be in writing and deemed given when mailed by the United States mail, postage prepaid, registered or certified mail, return receipt requested, to the address of the appropriate Party as provided herein.

IN WITNESS WHEREOF, the duly authorized representatives of the Parties hereto have executed this Agreement this _____ day of _________, 2022.

ADDRESS:

201 South Vine Street
Waconia, MN 55387

CLIENT:

City of Waconia

____

By:______________________________
Its:______________________________

ADDRESS:

Suite 2200
100 Washington Avenue South
Minneapolis, MN 55401

CONSULTANT:
LOCKRIDGE GRINDAL NAUEN P.L.L.P.

Rebecca A. Kanninen
____
By: Rebecca Kanninen
Its: Partner

EXHIBIT A

LGN will provide state lobbying services for state transportation funding and bonding legislation.

LOCKRIDGE GRINDAL NAUEN P.L.L.P.
Attorneys at Law

MINNEAPOLIS
Suite 2200
100 Washington Ave S.
Minneapolis, MN 55401
T 612.339.6900

WASHINGTON, D.C.
Suite 440
50 F Street N.W.
Washington, D.C. 20001
T 202.629.3569

BISMARCK
Suite 200
1815 Schafer Street
Bismarck, ND 58501
T 701.793.7134

PRIMACY
STRATEGY GROUP

September 12, 2022

Shane Fineran, City Administrator
City of Waconia
201 S Vine St #1337
Waconia, MN 55387

Dear Administrator Fineran,

Thank you for the opportunity to meet with you, Mayor Bloudek, and the Waconia City Council at your work session last week. We are pleased to present the following proposal for state government relations services for the City of Waconia. It would be an honor to represent you at the Minnesota State Capitol.

We at Lockridge Grindal Nauen (LGN) have the highest regard for the City of Waconia, its City Staff, Mayor and City Council. We are proud of our track record in assisting local governments. We are confident that we have the comprehensive state lobbying experience and track record to assist you.

It would be a privilege to work in partnership with the City of Waconia to achieve your legislative goals.

Please do not hesitate to contact me with any further questions.

Very truly yours,

Rebecca J. Kanninen
Partner

Ann Lenczewski
State Government Affairs

I. ABOUT LOCKRIDGE GRINDAL NAUEN GOVERNMENT RELATIONS

Lockridge Grindal Nauen's government relations professionals have over three decades of experience representing clients of all types and sizes throughout the Midwest and in Washington, D.C. In addition to our Minnesota-based state government relations team, LGN also co-owns and operates **Primacy Strategy Group**—a multi-state advocacy, communications, and coalition-building firm serving clients in state and local governments across the region. With this unique collaboration at the intersection of local, state, and federal units of government, our team is able to better serve our clients and successfully advocate on their behalf.

We are proud to partner with a wide range of non-profit, government and business clients to elevate their impact in Minnesota by cultivating broader influence and understanding among public officials and decision-makers. We have a reputation for being knowledgeable, trustworthy, and politically savvy. Through our sizeable team, with broad-based political affiliations, we have developed a vast network of long-term, personal connections with leaders at all levels of government.

II. GOALS & SERVICES

LGN hopes to earn your support to deliver state lobbying services for a capital investment and transportation funding request.

LGN will provide legislative coverage of House and Senate Committees and report to City Administrator Fineran. We will track all significant activities in both legislative bodies and the Governor's office that impact the legislative priorities of the City of Waconia. We will take all necessary steps to position the City of Waconia for success.

Additionally, LGN will work closely with the legislators who represent the City of Waconia. At the direction of Administrator Fineran, LGN will work to advance the City's capital investment and transportation legislative priorities. If requested, we will attend city council meetings and provide the city council with legislative updates.

We propose using a team approach to achieve success for the City of Waconia. We will work with you to understand which elements of your legislative priorities require short, medium and long-term attention. We work closely with Administrator Fineran and the staff members he designates. We will call on our entire LGN state team as needed to accomplish your agenda.

Our state lobbyists superbly cover all the bases at the Minnesota State Capitol. We excel at understanding the "black box" of the Minnesota Legislature, the Governor's Office, state agencies and legislative staff. Our deep relationships across the entire political spectrum and our command of legislative strategy and process will advance the legislative priorities of the City of Waconia.

III. <u>RATE OF COMPENSATION</u>

At LGN, we are sensitive to the concerns of local governments and municipal budgets. We have attempted to adjust our fees accordingly. We propose a yearly $40,000 fee for the City of Waconia to engage LGN for state lobbying services at the Minnesota State Capitol. The contract will be billed on a twelve-month basis to the City of Waconia beginning October 1, 2022.

Our fee schedules are structured to achieve maximum value for clients. LGN strives to develop cost-effective, long-term relationships with satisfied clients. Please do not hesitate to contact us with questions or to discuss our proposed fee.

IV. <u>NEXT STEPS</u>

Again, thank you for the opportunity to submit a proposal for your consideration. We believe that our plan will help to achieve the goals of the City of Waconia.

We look forward to hearing from you. We are eager to provide further information or address any questions you may have.